

CUSTOMER LOG

The EOHU has created this form to make it easier for community partners, businesses and service providers to record the names and contact information of employees, volunteers, patrons, and other people at their events/gatherings, workplaces, or other community settings during the COVID-19 pandemic, when necessary.

Keeping this record will facilitate contact tracing by the EOHU and other public health agencies in the event that someone who attended your establishment or event tests positive for COVID-19 in the following days. The EOHU recommends that you maintain the records for a period of at least one month.

**Feel free to modify this form as needed to meet your specific needs.*

**Remember to maintain privacy when collecting and storing information.*

Establishment/Event/Situation: _____

Name	Contact Info (Phone or Email)	Date/Time (of Arrival)	Notes

For more information, visit our website at EOHU.ca/coronavirus or call 613-933-1375 or 1 800 267-7120.

