

Customer Information Record Form

[The completed form is to be kept on the premises by the responsible person of the premises for 31 days for checking]

Please note that:

- 1. As directed by the Secretary for Food and Health (SFH) under the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F) (the Regulation), all customers must scan the “LeaveHomeSafe” venue code using the “LeaveHomeSafe” mobile application before entering this premises. Customers who do not do so¹ have to provide this duly completed form to the responsible person of the premises.**
- 2. Under the Regulation, the responsible person of the premises is liable to inspect whether this form as provided by a customer is duly completed, and keep the form on the premises for 31 days for checking by law enforcement officers.**
- 3. Under the Regulation, if the customer provides false or incorrect information under the above measures, that would be regarded as non-compliance with the directions issued under Cap. 599F and would be subject to a fixed penalty of \$5,000.**

Particulars of customer

Name:	
Contact number:	
Date of visit:	
Time of visit:	

¹ (i) For premises of catering businesses (except for paragraph (ii) below and specific catering businesses), this applies to:
(a) persons who enter “Designated Zone B”; and
(b) persons who enter “Designated Zone C” or “Designated Zone D” and are aged 15 or below without an accompanying adult or are aged 65 or above.

I am fully aware of the prevailing directions issued by the Secretary for Food and Health, and confirm that I am aged –

	Seated in Designated Zone B	Seated in Designated Zone C or D
15 or below and not accompanied by an adult	<input type="checkbox"/>	<input type="checkbox"/>
between 16 and 64	<input type="checkbox"/>	Not Applicable
65 or above	<input type="checkbox"/>	<input type="checkbox"/>

Signature: _____

Date: _____

Please tick the appropriate box.

Purposes of collecting personal data:

The information provided by you will only be used to facilitate the work of the Government in controlling the spread of COVID-19 and for related purposes. Only persons authorised by this premises will have access to such information for the aforesaid purposes. For the purposes of epidemiological investigation, contact tracing, and investigation and prosecution in relation to breaches of the relevant legislation, where necessary, the information supplied by you may be provided to the Government/other organisations/associations/persons, such as the Department of Health (including the Centre for Health Protection), the Hospital Authority and authorised law enforcement officers. This restaurant will ensure that the personal data provided by you will be destroyed after 31 days. If you wish to amend or access the personal information provided, please contact Mr/Ms _____ at _____ . It is the restaurant's right to deny your entry should you fail to provide the required personal information.