# Room Bookers Visitors List

**All visitors entering a Restore location are required to answer the following questions.** The lead person booking the room will be responsible for anyone using Restore premises during their booking. They are required to collect and keep a list of people, their contact details and responses to the three questions above. The list must be kept for 21 days. If the visitor answers YES to any of these question they should not enter or use our premises.

Name of Lead Room Booker: Event Title: Date:

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| **Name:** | **Contact Number** | **Have you returned from another country within the last 14 days?**  **Yes / No** | **Have you had close contact with, or cared for someone diagnosed with COVID-19 within the last 14 days?**  **Yes / No** | **Are you experiencing any symptoms of COVID-19 such as fever, continued cough, respiratory illness, difficulty breathing?**  **Yes / No** |
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