

RULES OF ADMITTANCE

All visitors to Sewtec sites are required to read the following rules of admittance and sign their agreement prior to entry.

PURPOSE OF VISIT: SEWTEC OPEN DAY 2021

ALL VISITORS TO SEWTEC ARE REQUIRED TO:

Adhere to all Sewtec Health and Safety rules when on site (a copy of the Sewtec Health & Safety policy can be obtained from the Sewtec Business Support team)
Familiarise yourself with the correct fire assembly point and all safety signs
Display a temporary visitor pass at all times
Adhere to yellow marked safety walkways
Not wander around the site unattended (remain with your Sewtec contact at all times)
Provide your own safety shoes, hi vis jacket, and safety goggles (to hire PPE on the day, please email marketing@sewtec.co.uk)
Do not take any photographs or videos of any machines or equipment on the shopfloor / factory area
Remember that Sewtec take the confidentiality of our client's projects extremely seriously and therefore all intellectual property should be protected at all times
Do not remove any Sewtec property
Keep all areas clean and tidy
Make your contact aware when you are ready to leave site, return any Sewtec property, and ensure you sign out
Please be aware a photographer will be on site on the day to capture the event and any photos taken on the day may be used for marketing puposes
I have read the above rules of admittance and agree to adhere to all terms
Name:
Signature:

*Any variation to the above rules of admittance will only be agreed at the discretion of a Sewtec Director

VISITOR COVID 19 DECLARATION

Please read this document carefully if you are visiting or plan to visit any Sewtec facility.

We are committed to the privacy and security of all individuals who visit our facilities. We are collecting minimum personal information from you to:

- Address the safety of all individuals at our site given the ongoing COVID19/Coronavirus health crisis.

Your personal information will only be kept if you access our premises and will not be shared. Please note that we will delete your personal information from our systems once your access privileges expire and our legitimate security and safety interests are met. If you have any questions about our collection and use of your personal information, please share those with your Sewtec host.

All visitors to Sewtec sites must complete this form.

Sewtec reserves the right to refuse access to our premises if:

- The visitor has traveled to high-risk areas in the past 14 days or has been in contact with anyone from these areas in the past 14 days.
- The visitor refuses to fill out this form.

Visitor name:
Contact details:
Date of visit:
Host / Sewtec contact:
1. Have you travelled in the last 14 days to any high risk areas?
2. Have you had contact with anyone who has been in those countries within the last 14 days?
3. Have you been in any area which has an increased infection rate?
4. Do you have flu symptoms like fever, cough or shortness of breath?

If you have answered YES to any of the four questions above, please contact your Sewtec host via phone or email to make alternate meeting arrangements.

If you answered all four questions with NO enjoy your visit to our site.

Thank you very much for your help.