**[Company letterhead]**

**Information about our processing of personal data and your consent**

**Purpose and legal basis**

[Restaurant] wishes to help prevent and contain the spread of COVID-19 in Denmark by recording your contact details. To that end, we are asking for your *voluntary* consent, under Art. 6(1)(a) of the EU General Data Protection Regulation, allowing us to record and retain your contact details for a short period of time so as to be able to contact you, should any guest or employee of [Restaurant] suspected or confirmed to have been afflicted with COVID-19, if relevant in relation to the date of your visit here. This would allow you to take the necessary precautionary measures, e.g. to be tested for COVID-19 at once and consult your physician.

**What personal data will we be processing?**

The personal data we will collect and process in this regard will be your name, email address, phone number, and the date of your visit to [Restaurant]. We will not record information about whether you yourself or other guests have, have had, or are suspected of having COVID-19.

**Your consent and your right to withdraw it**

Your consent to our contacting you if any guest or employee of [Restaurant] is suspected or confirmed to have been afflicted with COVID-19 is entirely *voluntary*. You are free to withhold your consent, and any decision to do so will in no way affect your visit to [Restaurant] or have any kind of negative consequences for you.

If you give your consent and later change your mind, you can withdraw your consent anytime by contacting us on [insert email address and/or telephone number].

Please note that your withdrawal will not affect the lawfulness of our processing of personal data based on your consent before such withdrawal.

**Processing of personal data about you**

[Restaurant] is the data controller and, as such, accountable for the processing of your personal data. This document will be stored safely and will be accessible to only very few of our employees. Below is information on how we will process your data and your rights in connection thereto.

Based on your consent, your personal data will be processed exclusively for the purposes stated above and will not be disclosed to any third party. However, should [Restaurant] be required by legal obligation to disclose your personal data to the health authorities, we will only disclose such personal data as are strictly necessary to ensure compliance.

Your personal data will be stored for a period of three weeks from your visit to [Restaurant]. Hereafter we automatically erase your personal data by shredding this document.

You have a right of access to, rectification of and erasure of your personal data. You have a right to restrict or object to our processing of personal data about you. Lastly, you have a right of data portability and to complain to the Danish Data Protection Agency. Please note that some of your rights are subject to certain limitations. For more about your rights, please visit [www.datatilsynet.dk](http://www.datatilsynet.dk).

If you have any questions for the above, about our processing of personal data or about the rights you have, feel free to contact us on:

[Name of Restaurant, address and email address and/or phone number]

**Yes, I freely consent to [Restaurant]’s processing of my personal data as described above.**

Date [and time/interval]:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_