

St. Thomas Site
Administrative Office
1230 Talbot Street
St. Thomas, ON
N5P 1G9

Woodstock Site 410 Buller Street Woodstock, ON N4S 4N2

Client Records for Personal Service Settings

Ontario Regulation 136/18 Personal Service Settings states that owners/operators of personal service settings must collect contact information for clients receiving a service in their premises. All fields must be filled out completely for each client.

Business Name and Location:

DATE	SERVICE	CLIENT NAME	CONTACT INFO
Date of service:	Type of personal	First and last	Contact
E.g. July 1st 2019	service:	name:	information:
	E.g. hair cut	E.g. John Smith	E.g. 519-123-4567