

Visitor Information Survey

This form must be filled out by anyone requesting admittance to a Lincoln office. Your responses to this form are valid for 14 days. If your responses change in that time period, you are responsible for bringing those changes to the attention of your Lincoln host.

Dear <<Visitor>>,

In light of the COVID-19 coronavirus, Lincoln Financial Group® is taking precautionary measures related to guests and visitors to Lincoln offices. Please kindly review and respond to the questions below and email your completed form to the Lincoln person you are visiting in advance of your visit.

Name and Company of Visitor: _____

Date of Meeting: _____

Lincoln person you are visiting: _____

		Yes	No
1	Are you feeling sick today or do you have a fever?	<input type="checkbox"/>	<input type="checkbox"/>
2	Are you experiencing any signs of COVID-19 or do you have the virus?	<input type="checkbox"/>	<input type="checkbox"/>
3	Have you been in close-proximity with anyone that has contracted the COVID-19 virus or who is exhibiting signs of the illness?	<input type="checkbox"/>	<input type="checkbox"/>
4	Have you been following guidelines and safeguards regarding social/physical distancing, travel, hygiene and other safe health practices as outlined by the CDC, your home state and local jurisdictions? <ul style="list-style-type: none"> • I have complied with CDC and other government guidelines, including (but not limited to) wearing a mask if required in my state, washing my hands or using hand sanitizer frequently, social distancing (avoiding crowds and remaining at least 6 feet away from other individuals at all times), avoiding individuals who appear to be sick, etc. • I have avoided all international travel for at least the last 14 days. • I have avoided all travel to any location for non-essential reasons for at least the last 14 days. 	<input type="checkbox"/>	<input type="checkbox"/>
	Comments:		

If you answered **YES** to any of questions 1, 2 or 3 above or **NO** to question 4, **you will not be allowed to enter Lincoln's office.***

We ask that on the day of the visit that you kindly ensure you are in good health for a face-to-face visit during this period of alert.

We apologize for any inconvenience and thank you for your support as we strive to safeguard our business and protect the health and safety of our employees.

***Lincoln employees are responsible for ensuring all visitors comply with these requirements.**