

Dear guests

# The department office is open for personal enquiries by appointment only

To reduce the risk of infection, we urge members and other guests to schedule an appointment for a talk or meeting in advance.

That way we can ensure that there are not too many people gathered in the office at the same time.

If you have made an appointment, please follow these guidelines:



We would greatly appreciate seeing your COVID certificate, as soon as you step inside. If you do not have a valid COVID certificate, we ask that you wear a facemask during the entirety of your stay.



Avoid shaking hands or any other physical contact with others.



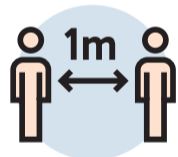
Sanitise your chair before you sit down. Sanitiser and paper towels will be ready for use on the table.



Please use hand sanitiser as soon as you enter the office. Hand sanitiser will be provided.



Once your appointment is finished, sanitise the chair again.



Keep a physical distance of at least 1 metre from others.



Follow the guidelines on the signs posted inside the office.

If you at all feel weak or ill, please call and cancel your appointment. Please make a new appointment when you no longer have symptoms of any kind of illness.

If you have any questions, please feel free to call or write to us:

**Telephone: 38 18 72 72**

**Email: [nnf-afd03@nnf.dk](mailto:nnf-afd03@nnf.dk)**

Opening hours for telephone enquiries:

**Monday - Thursday: 8.15am - 3.30pm - Friday: 8.15am - 2pm**