

# How to check people in

**1**



To help people with smartphones, follow the **How to use the Check in Tas App** info sheet.

**2**



People without smartphones can be checked in by others in their group by being added as a frequent guest in their app.

**3**



Or you can check people in using the businesses device by following the **Check in Tas App guide for businesses**.

**4**



If the business does not have a device or internet access, you can check them in manually on paper.

For extra support contact the **Business Tas Hotline** on 1800 440 026 or visit [www.business.tas.gov.au](http://www.business.tas.gov.au)

[www.coronavirus.tas.gov.au/checkintas](http://www.coronavirus.tas.gov.au/checkintas)