No Trespassing

(Put your company letterhead/logo here)

Please take notice that while “COVID” mandates, directives and restrictions are being imposed on companies, the company will cease trading, however it makes the premises available to Living man ‘(your name)’, of the family (family name), to use the premises in whatever manner s/he sees fit for the purposes of subsistence.

(Autograph as Director of the company)

(print out several copies, and place them on the front desk for easy access)