

## Application for a company restaurant pass

Crailsheimer Straße 52  
74523 Schwäbisch

For better readability, the masculine form is always used in this form. In every case, persons of female gender are also explicitly meant.

Please fill in this form on a PC and forward it to SHF-BSC (LN address: SHF-SHF-BSC)

Internal Entry	Staff number	ID number
----------------	--------------	-----------

### General information:

Guest ☐ Pensioner ☐ University student ☐ University employee ☐ University cost centre ☐

**I hereby apply for a pass for the company restaurant of Schwäbisch Hall Group:**

Family name, first name\* \_\_\_\_\_

Street\* \_\_\_\_\_

Postal code, city \_\_\_\_\_

Campus\* (only university) \_\_\_\_\_

Email address: \_\_\_\_\_

Vehicle registration \_\_\_\_\_

Activity (only guests and employees of HHN) \_\_\_\_\_

Duration of activity – valid from / to  
(max. 12 months) from \_\_\_\_\_ to \_\_\_\_\_

Mobile number \_\_\_\_\_

Landline number (in house, if available) \_\_\_\_\_

☐ **Pass received:**

Schwäbisch Hall, dated \_\_\_\_\_

Signature of passholder

**To be completed by SHF-BSC:** ☐ House rules have been signed ☐ leaflet

In the event of the passholder leaving the company/university, I shall immediately inform SHF-BSC or Operational protection, so that the pass can be blocked or recalled.

\*Obligatory fields

Schwäbisch Hall, dated \_\_\_\_\_

Signature & stamp



**House rules**  
**for those taking the SHF lunch in the premises of the**  
**Schwäbisch Hall Group hereinafter referred to as "BSH"**

**Emergencies: 3333**

**Security service: 2827**

The provisions of these house rules must be observed while on BSH premises.

The security service safeguards the interests of BSH. Its instructions must be complied with. It exercises the right to determine who may or may not enter the premises.

Access is via the main entrance in the tower.

**Access authorisation / R-pass**

Holders of the R-pass are entitled to enter the company building of the BSH and to walk along the main route from the main entrance to the dining hall for the purpose of taking lunch. Access to other areas is only permitted via registration after registration with the reception service and collection by the person(s) being visited.

The pass is not transferable and remains the property of BSH. It must be worn visibly at all times when on the premises of the BSH. The pass must be shown to the security / reception staff every time the holder enters or leaves the BSH. The loss of the pass must be immediately reported to the contractual partner SHF.

**Smoking ban**

There is a **general smoking ban** in the workspaces and on the company premises of BSH!

**Emergency procedures**

In the event of danger, the alarm is sounded via the public address system. Requests to leave the premises must be followed immediately.

**First aid in case of injuries**

In emergencies or for first aid services, please ring **3333** immediately.

BSH-CSO

External staff number:
------------------------

I hereby confirm that I have taken note of these regulations.

Schwäbisch Hall, dated .....

.....  
Family name, first name (in block capitals)

.....  
signature