# How to Re-Open Safely as Lockdown Eases

A breakdown of the lockdown easing road map and how to build back your business



## Re-Opening Your Business After Lockdown

On 22nd February 2021, the Government set out a Roadmap to help ease England out of lockdown and onto a path to freedom – promising a Coronavirus recovery plan that 'builds back better'.

Amongst the priorities that are high on this list are re-opening businesses and getting the economy back on track. This means that small businesses like yours will have a lot to plan over the coming months to make sure you're ready to re-open with a bang – and that you're following the latest guidelines.

If our recent research is anything to go by, summer 2021 is going to be big news for businesses – last year saw as many as half a million start-ups launch in the UK alone, with June being the biggest month of the year for new businesses thanks to the positive outlook we had after easing lockdown in the summer.

Now with a vaccine rollout well underway, businesses are expected to re-open and stay open, leaving us feeling pretty optimistic about future growth for these new businesses. Starting your preparations early means you can split re-opening costs over the next couple of months, make sure you've got everything you need, train up your staff to follow any new procedures you plan on introducing and carry out a risk assessment before opening.

In this guide, we'll walk you through the latest Government update, let you know how and when you can open, give you a handy checklist of everything you'll need and give you some tips for getting customers to part with their hard-earned cash following the restrictions easing.

\*All products featured in this book are instantprint products and can be purchased on our website. All designs used are free templates you can use for your own print.

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## Chapter 1: The Lockdown Easing Roadmap

According to Boris Johnson, we're "travelling on a one-way road to freedom". And the path that's going to get us there? The lockdown easing roadmap.

The roadmap is split into four steps, with different kinds of organisations being allowed to open at each stage. Here's everything that's been outlined so far in the roadmap.

#### Step 1: 8th March

- · Schools and colleges open
- Wraparound childcare allowed including breakfast and after-school clubs and childminders
- · 2 people can sit together outside
- · Care home residents allowed 1 designated visitor

#### Step 1: 29th March

- Either 6 people or 2 households can meet outdoors
- Outdoor sports facilities open
- Organised sport allowed
- Travel outside local area is permitted

#### Step 2: 12th April\*

- · Non-essential retail open
- Personal care (e.g. hairdressers and salons) open
- · Hospitality outdoors open
- · Indoor leisure (e.g. gyms & swimming pools) open
- Outdoor attractions such as zoos, theme parks and drive-in theatres open
- · Libraries and community centres open
- · Self-contained holiday accommodation open
- 15 people can attend a wedding service or reception

#### Step 3: 17th May\*

- Social contact rules relaxed outdoors
- Either 6 people or 2 households can meet indoors
- · 30 person limit outdoors
- Indoor hospitality and hotels can open
- Indoor events and attractions can open
- Organised adult indoor sport allowed
- · 30 people can attend a wedding service
- Remaining outdoor entertainment (including performances) can go ahead
- Some large events (with capacity limits) can take place

#### Step 3: 17th May\*

- · No legal limits on social contact
- No legal limits on life events such as weddings and funerals
- Nightclubs open
- · Larger events can take place
- · All sectors can re-open

#### **Conditions for Easing Lockdown**

Along with the roadmap above, the Government will also use data to determine whether or not it's safe to take the next step. As well as leaving a few weeks between each step, the following conditions will need to be met before we enter the next step:



The vaccine rollout programme goes to plan



Evidence shows vaccines are reducing deaths and hospital numbers



Infection rates don't risk a surge in hospital admissions



New variants don't change the risk level of lifting restrictions

\*These are the earliest possible dates that these steps can take place on.

All lockdown easing measures will be data-driven, so actual dates may vary.

# Chapter 2: Social Distancing and Safety Guidance

As far as safety measures are concerned, it's all the stuff we already know and have been living with for over a year – so, less new things to memorise in that department. (Phew!) But, just so you're up to date with your lockdown lingo, here's a little reminder of the different safety measures that will be in place as restrictions ease and businesses re-open.



#### **Social Distancing**

Keeping a safe distance from others is one of the key ways to limit the transmission of the Coronavirus (and any other airborne contagious virus, for that matter!).

Official guidelines recommend keeping 2 metres (or 1 metre at the very minimum) away from those who aren't in your household when out and about, meaning if you own a business where you have a lot of visitors in a small area, it's wise to set up some kind of distancing measures, like setting tables 2 metres apart or creating a socially distanced queuing area.



#### **One-Way Systems**

Having a clear entrance, path through your business and exit helps to limit the number of people crowding around doors, doing that painfully awkward British thing we all do of saying 'You go first' followed by 'Oh no, I couldn't possibly' – AKA the doorway dance. It also stops people from shuffling past each other when there isn't enough room for social distancing, so that helps, too!



#### **Hand Hygeine**

Once upon a time, washing our hands was simply a common-sense thing most of us already did (we hope). Nowadays, if we forget our hand sanitiser, or, perish the thought, there isn't some provided for us by the business we're visiting, it's kind of a big deal.

Setting up a hand sanitising station is a common solution to this problem – and it's easy to knock one together. All you need is a supply of hand gel, a spare table and some form of signage asking people to please take some as they enter your shop, restaurant, venue or office.



#### **Limited Numbers**

If your place of business is too small to allow people to safely social distance themselves, you might want to think about limiting the number of people inside at a time. Instead, you could have a socially distanced queuing area outside – which will surely be a bit nicer now that the weather's warming up.



#### Rule of 6

From 29th March, the Rule of 6 will be reintroduced, permitting 6 people to meet up outdoors. Come 17th May, this will apply indoors in places such as restaurants and people's homes, which is probably when it will affect your business the most. Remember to only take reservations for groups with 6 or less people and pop signs up near the entrance of your business to remind customers of this rule.



#### **Face Coverings**

We've just spent all of the winter months wearing face coverings like visors and masks, keeping our breath to ourselves and our noses nice and toasty! Face coverings will continue to be an important measure in limiting our exposure to the virus, so we recommend investing in a few boxes of them for your staff as you get ready to re-open.



#### Which Measures Will Remain After Lockdown?

Although nothing is set in stone, the Government's Chief Scientific Advisor for England, Patrick Vallance, has disclosed that some baseline measures may need to either stay in place or be brought back next winter – when infections and viruses tend to thrive. These baseline measures could include wearing face masks and coverings when out and about or self-isolating if you have symptoms of COVID-19 to help stop it spreading.

Hand hygiene will also remain part of the norm - which we'd hope it would be anyway!

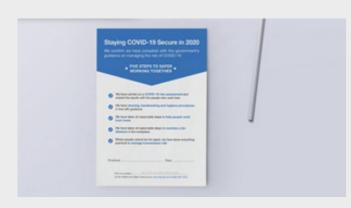


# Chapter 3: What Does Your Business Need to Open Safely?

We've curated a range of safety essentials specific to each key industry that will either be re-opening this spring/summer or will Be continuing to operate safely, just to make sure we've got everyone covered! All of the designs we'll feature in this section are free and available for use on our website, so feel free to get stuck in.

#### **Re-Opening Signs**

A range of posters and signage to help make sure re-opening your school is a breeze!





#### 3.1 Schools & Educations

Returning to face-to-face education for schools and colleges has been outlined as a national priority – and it's the first step out of lockdown on 8th March.

Here's what safety messaging and tools we suggest implementing in your building to keep pupils, staff and parents safe.



#### **COVID-19 Risk Assessment**

- One needed for every school
- A3 size
- Choose between poster or sign stocks
- Next day delivery available

#### **Don't Touch Your Face**

- A3 size
- · Official NHS messaging
- PVC, silk, foam and Correx® by Corplex stocks
- Next day delivery available



#### **Stay Alert**

- Official government template
- A3 or A1 size
- Posters, Correx® by Corplex and foam signs available



#### **Do Not Visit**

- A1 size
- Printed on Correx® by Corplex board or foam
- 100% recyclable
- · Lightweight and easy to install

#### **Social Distancing Posters**

Pop them up on the school gates for parents picking their kids up at the end of the day, or use them in communal areas like offices and staff rooms.



#### Keep 1m Distance

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- · Add your logo to our template for free
- Next working day delivery available



#### **Keep Your Distance**

- Available on posters, foam and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials





#### Stand 2m Apart

- A2, A3 and A4 sizes
- Affordable poster printing
- Silk and waterproof PVC stocks
- Perfect indoor or for outdoor A-frames



#### **Yellow One-Way System Arrows**

- Available in A3 size
- Choose from posters or signs
- Left, up and right arrows available
- Bright, attention-grabbing yellow



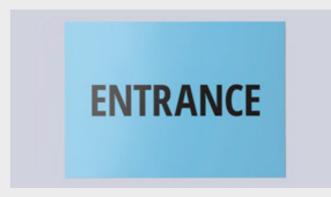
#### Only X People Allowed in this Area

- Available in A3, A2 and A4 sizes
- Choose from sturdy Correx® by Corplex or indoor posters
- Customisable free template
- Next day delivery available



#### **Blue One-Way System Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Clear and noticeable blue



#### **Entrance**

- Available in sizes A4, A3, A2 and A1
- · Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point

#### **Hygiene and Handwashing Posters**

Use these posters around sinks and hand sanitising points to remind children, staff and visitors of the best practice for hand washing and rubbing.



#### **How to Wash Your Hands**

- A3 size
- Available on posters, Correx® by Corplex and foam signs
- Official World Health Organisation template
- Affordable silk stocks with choice of finish



#### Cover Your Face, Wear a Mask

- A1 size
- Sturdy, affordable signs
- Choose from a range of posters or signs
- Recyclable options available



#### **Wash Your Hands Regularly**

- A1, A2, A3 and A4 sizes
- Choose from silk or PVC posters
- Next day delivery available
- Add your own logo with our free template



#### **Keep Windows Open**

- A1 size
- Choose from Correx® by Corplex signs or posters
- Full colour printing
- Next day delivery available



#### **How to Handrub**

- A1, A2, A3 and A4 sizes
- Choose from silk or PVC posters
- Next day delivery available
- Add your own logo with our free template



#### **Wash Clothes Regularly**

- A1 size
- Choose from posters or Correx® by Corplex signs
- Customisable template
- Next day delivery available



#### General Hygiene Roller Banner

DISINFECT ALL SURFACES

REGULARLY.

- 800mm x 2000mm
- Quick and easy to assemble
- Built to stand out!
- Double sided available



#### **Hand Washing Station**

- 2000mm x 800mm roller banner
- Free carry case included
- Sturdy PVC banner
- Easy to assemble



#### Disinfect All Surfaces

- A1 size
- Indoor and outdoor stocks available
- Choose from outdoor Correx® by Corplex, foam or posters
- Affordable sign and poster printing



#### Wash Your Hands Roller Banner

- 800mm x 2000mm
- Free carry case
- Long-lasting frame
- Next day delivery available







#### **Do Not Enter**

- A1, A2 or A3 size
- 4 stocks available
- Suitable for indoor or outdoor use
- Next day delivery available

#### **Temperature Testing Stations**

Checking temperatures as staff and pupils enter the building can be one way of checking for symptoms. The NHS recommends looking out for temperatures of 37.8C or higher.



## Temperature Testing Station Stand

- 3365mm x 2230mm
- Carry case doubles as a podium
- Sturdy aluminium frame
- · Scuff-resistant finish



## Temperature Testing Station Tent Card

- A5 & A6
- Free standing
- Thick, sturdy card stock
- Easy way to inform pupils



#### Temperature Testing Station Roller Banner

- 800mm x 2000mm
- Scuff resistant PVC
- Replaceable banner
- Stands two metres high

#### **Essential Safety Messages**

A range of posters and signs to put up around your place of work to ensure everyone is aware of the safety procedures in place.



## 3.2 Construction & Manufacturing

Many construction and manufacturing companies have been able to operate throughout the last couple of lockdowns, to some extent at least. However, it's crucial that health and safety standards don't slip as we make our road to freedom. Here's what we recommend.

#### Don't Touch Your Face

- A3 size
- Poster, foam or outdoor Correx® by Corplex
- Affordable signs
- Minimum order quantity of one



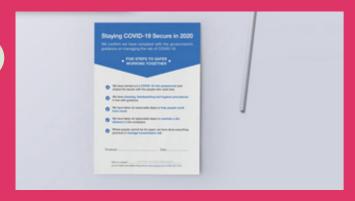
#### **Stay Alert**

- Official government template
- A3 or A1 size
- Posters, Correx® by Corplex and foam signs available



#### **Restricted Access**

- Available in A1, A2 or A3
- Choose from outdoor signs or indoor posters
- Next day delivery available
- Customisable design template



#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose between poster or sign stocks
- Next day delivery available

#### **Social Distancing Signs**

Social distancing remains a key safety measure moving forward, at least in the near future. This collection of signs and posters can be used to remind employees to follow social distancing guidelines at all times.



#### **Entrance**

- Available in sizes A4, A3, A2 and A1
- Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point



#### Exit

- Available in sizes A4, A3, A2 and A1
- Long-term PVC or affordable silk prints
- Perfect for store exits
- Clear poster for your one-way system end point



#### No Entry

- Available in sizes A4, A3, A2 and A1
- Add to staff only doors or between departments
- Mark off unsafe areas
- Next day delivery available



#### **No Sitting**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stocks
- Easy to attach to any surface
- Next working day delivery available



#### **Social Distancing Floor Stickers**

- Five different sizes available
- Slip, fade and scuff resistant
- White vinyl for vibrant colours
- Easy to apply and clean



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **Do Not Gather in Groups**

- A1 size
- Waterproof Correx® by Corplex perfect for outdoor use
- Indoor posters available
- Fully recyclable



#### **Keep Your Distance**

- Available on posters, foam board and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials



#### Only X People in This Area

- Available in A3, A2 and A4 sizes
- Choose from sturdy Correx® by Corplex or indoor posters
- Customisable free template
- Next day delivery available



#### **Do Not Visit**

- A1 size
- Affordable corrugated plastic or foam
- Suitable for indoor and outdoor
- Fully recyclable



SOCIAL

DISTANCING

STAY 2 METRES

#### **Yellow One-Way Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Bright, attention grabbing yellow



#### **Blue One-Way Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Clear and noticeable blue



#### **Stand Apart**

- A3 size
- Printed on PVC or silk stock
- Affordable and recyclable
- Lightweight and easy to attach to any surface



#### **Do Not Enter**

- A1, A2 or A3 size
- 4 stocks available
- Suitable for indoor or outdoor use
- Next day delivery available

#### **Handwashing & Hygiene Signage**

Hand hygiene has been declared a baseline measure for limiting the spread of infections going forward and is recommended during lockdown and beyond. Here are some free templates you can use around your place of work.



#### **How to Handwash**

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available



#### **How to Handrub**

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### **Wash Clothes Regularly**

- A1 size
- Choose from posters or Correx® by Corplex signs
- Customise our free template
- Next day delivery available

#### **Temperature Testing Stations**

Checking the temperatures of your staff throughout the work day can be one way of checking for symptoms. The NHS recommends looking out for temperatures of 37.8C or higher.



#### **Temperature Testing Station Stand**

- 3365mm x 2230mm
- Carry case doubles as a podium
- · Sturdy aluminium frame
- Scuff-resistant finish



#### **Temperature Testing Station Tent Card**

- A5 & A6
- Free standing
- Thick, sturdy card stock
- · Easy way to inform staff



#### **Temperature Testing Station Roller Banner**

- 800mm x 2000mm
- Scuff resistant PVC
- Replaceable banner
- Stands two metres high

#### **Re-Opening Signs**

Everything you need to re-open with a bang – and keep your employees and customers safe whilst visiting your business.





#### Exit

- Available in sizes A4, A3, A2 and A1
- Long-term PVC or affordable silk prints
- Perfect for store exits
- Clear poster for your one-way system endpoint

## 3.3 Retail, Shops & Estate Agents

While essential retailers have been open throughout lockdown, it won't be long before non-essential retail joins the scene. Make sure you've got everything you need to operate safely in each stage of lockdown easing.

#### **Entrance**

- Available in sizes A4, A3, A2 and A1
- Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### No Entry

- Available in sizes A4, A3, A2 and A1
- Add to staff only doors or between departments
- Mark off unsafe areas
- Next day delivery available



#### We Are Re-Opening

- A1 size
- Available in a range of stocks
- Silk stocks are easy to recycle
- · Clear, bright posters & signs to grab attention



#### **No Sitting**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stocks
- Easy to attach to any surface
- Next working day delivery available



#### **Collections Only Flyer**

- A5 size
- Show customers their options
- 5 quality stocks to suit your budget
- Easy to mail out in the post



#### **Collections Only Poster**

- A1 size
- Free template available
- Classic silk stock or wipeable PVC
- Next day delivery available



#### Click and Collect This Way Floor Sticker

- Five different sizes available
- Queue management floor signs
- Easy to place and remove
- Slip, scuff and fade resistant vinyl stickers



#### **Click and Collect This Way Poster**

- A1 size
- Easy queue management
- Choose from 4 stocks
- Best for indoor signs



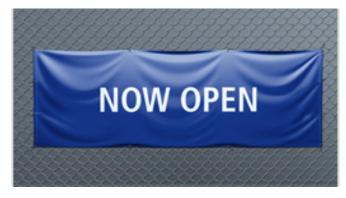
#### **Contactless Payments Only**

- A3 size
- Limit the spread of germs
- Affordable next-day poster printing
- Available in 4 stocks



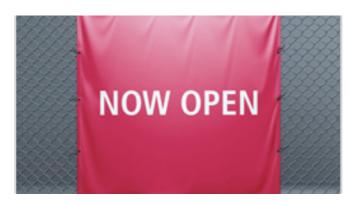
#### **Limited Numbers A-Frame**

- A1 size graphics
- Easy to change the graphics
- Sturdy brushed aluminium frame
- Two posters included



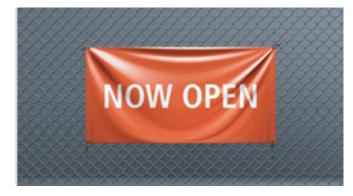
#### **Blue Now Open PVC Banner**

- Easy to install
- Waterproof 440mic PVC
- 50mm hem



#### Pink Now Open PVC Banner

- Strong 440mic PVC
- Suitable for all weathers
- Eyelets for easy installation



#### **Orange Now Open PVC Banner**

- Designed for outdoor and indoor use
- 440mic Vinyl PVC Material
- Grab the attention of passers-by

#### **Retail Point of Sale**

Refresh your point of sale and aisle ends with safety messaging ready for the lockdown easing process.



#### **Shelf Talkers**

- Silk printable sheet with transparent casings
- Clip easily onto your shelves
- Two sizes available



#### **Aisle Fins**

- Comes with a self-adhesive aisle fin holder
- Premium 450gsm silk card
- Single or double-sided printing available



#### **Shelf Wobblers**

- Circle and square options
- Two flexible R-Pet plastic shelf arm lengths
- Adhesive pad to attach wherever you like



#### **Data Strips**

- Printed on 170gsm silk
- Plastic casing included
- Easy to cut down to suit any shelf size

#### **Social Distancing Signs**

Having been denied access to shops for so long, it's inevitable that shoppers will excitedly head out to make in-person purchases as soon as they can. Making sure social distancing measures are adhered to falls down to you – and these signs will definitely help!



#### **Keep Apart Floor Stickers**

- 300mm circles
- Slip, fade and scuff resistant
- · Easy to apply and clean
- White vinyl for vibrant colours



#### **Stand Apart Poster**

- A3 size
- A range of popular sizes for any wall
- Classic silk stock or wipeable PVC
- Next day delivery available



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose between poster or sign stocks
- Next day delivery available



#### **Stay Alert**

- Official government template
- A3 or A1 size
- Posters, Correx® by Corplex and foam signs available



#### **Do Not Visit**

- A1 size
- Affordable Correx® by Corplex and foam
- Suitable for indoor notices
- Next day delivery available



#### **Keep Your Distance**

- Available on posters, foam and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials



#### **Stand Apart Roller Banner**

- 800mm x 2000mm
- Designed to stand out
- Place one at your shop entrance
- Includes graphic, base and carry case



#### **Limited Numbers**

- A1 size
- Indoor and outdoor posters
- Recycle when finished with
- Customisable free template

#### One-Way System

Creating a one-way system can help alleviate the number of people crowding at certain points in your shop. Here are some sign templates for creating your own route around your business.



#### **One-Way System in Operation**

- A1 size
- Inform customers on-the-go
- Attach to walls or hang from hooks
- Correx® by Corplex, posters and foam board signs available



#### **Keep Your Distance Arrows**

- Available in A1, A2 or A3
- Choose from Correx® by Corplex signs or posters
- Next day delivery available



#### **Yellow One-Way Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Bright, attention grabbing yellow



#### **Blue One-Way Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Clear and noticeable blue

#### Handwashing & Hygiene Signage

Hand hygiene has been declared a baseline measure for limiting the spread of infections going forward and is recommended during lockdown and beyond. Here are some free templates you can use around your place of work.



#### **How to Handwash**

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### How to Handrub

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available



#### Please Don't Touch Unless Buying

- A3, A2 and A1 sizes
- Available on posters, Correx® by Corplex and foam signs
- Free design available
- Quality, affordable signs and posters



#### **Wash Clothes Regularly**

- A1 size
- Choose from posters or Correx® by Corplex signs
- Customise our free template
- Next day delivery available

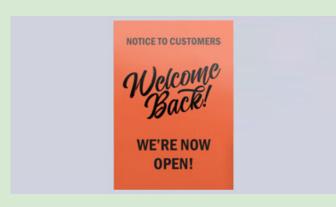


#### **Latest Cleaning Records Poster**

- A3 & A1 sizes
- Writable silk stocks
- Give customers confidence in your cleanliness
- Easy to recycle when finished with

#### **Re-Opening Templates**

Our in-house designers have created the following templates to give you everything you need to get back on your feet!





#### **Queue Here**

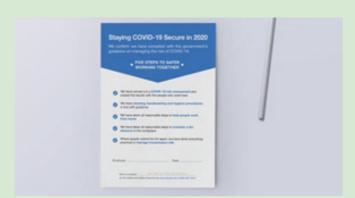
- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available

#### 3.4 Food & Restaurants

The hospitality sector will be opening in two stages, starting with outdoor services and then moving onto serving groups of up to 6 indoors as part of the spring portion of the lockdown easing plan. Here are the free templates we recommend printing to make sure you're prepared for this transition.

#### **Now Open**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose between poster or sign stocks
- Next day delivery available



#### **Click & Collect Floor Sticker**

- Five different sizes available
- Circle vinyl floor stickers
- Easy to place and remove
- Scuff, scratch, trip and slip resistant



#### **Just Eat Collection Point**

- A5 size
- Matt and gloss laminations
- Place on counter-tops
- 350gsm silk



#### Open for Takeaways

- A3 size
- 6 stocks available
- Easy to hang in windows
- Next day delivery available



#### **Deliveroo Collection Point**

- A5 size
- Matt and gloss laminations
- Place on counter-tops
- 350gsm silk



#### **Uber Eats Collection Point**

- A5 size
- Matt and gloss laminations
- Place on counter-tops
- 350gsm silk



#### **Contactless Payments Only**

- A3 size
- Limit the spread of germs
- Affordable next-day poster printing
- Available in 3 stocks

#### **Social Distancing Signage**

Maintaining the distance between parties and your waiting staff will still be necessary when you first re-open. Use these signs to help you enforce this guidance.



#### **Keep Apart Floor Stickers**

- Five different sizes available
- Slip, fade and scuff resistant
- Easy to apply and clean
- Social distancing markings for carpet, or any flat surface



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **Stand Apart**

- A3 size
- Silk and PVC stocks available
- Full colour, eye catching poster prints
- Next day delivery available



#### **Do Not Visit**

- A1 size
- Remind staff of official guidelines
- Choose between Correx® by Corplex and foam
- Next-day poster printing



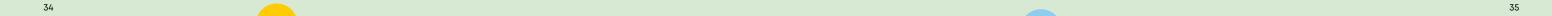
#### Stay Alert

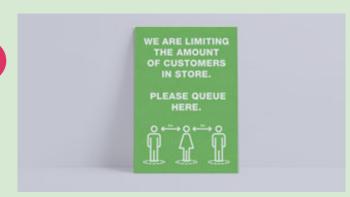
- Official government template
- A3 or A1 size
- Posters, Correx® by Corplex and foam signs available



#### **Keep Your Distance**

- Available on posters, foam and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials





#### **Limited Numbers Sign**

- A1 size
- Fully recyclable
- Indoor and outdoor stocks available
- Easy to install on any surface



#### **Kitchen Staff Only**

- Choose from A3, A3 or A4 size
- Available on Correx® by Corplex signs or standard posters
- Silk and PVC options
- Customisable free template



#### **Limited Numbers A-Frame**

- A1 size
- Easy to replace graphics
- Includes two PVC posters
- Sturdy, brushed aluminium frame



#### **Restricted Access**

- Available in A1, A2 or A3
- Choose from outdoor Correx® by Corplex or indoor posters
- Next day delivery available
- Customisable design template

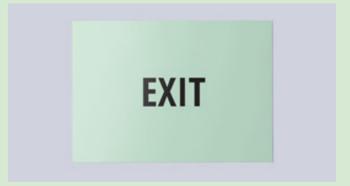
#### **One-Way Systems**

Create a one-way system to avoid crowding in specific areas of your bar, restaurant or café.



#### **Entrance**

- Available in sizes A4, A3, A2 and A1
- Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point



#### Exit

- Available in sizes A4, A3, A2 and A1
- Long-term PVC or affordable silk prints
- Perfect for store exits
- Clear poster for your one-way system endpoint



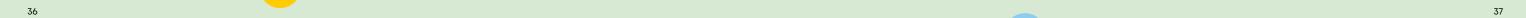
#### **No Entry**

- Available in sizes A4, A3, A2 and A1
- Add to staff only doors or between departments
- Mark off unsafe areas
- Next day delivery available



#### **One-Way System in Operation**

- A1 size
- Inform customers on-the-go
- Attach to walls or hang from hooks
- Correx® by Corplex, posters and foam board signs available





#### **Keep Your Distance Arrows**

- Available in A1, A2 or A3
- Choose from Correx® by Corplex signs or posters
- Next day delivery available





#### **Yellow One-Way Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Bright, attention grabbing yellow

#### **Blue One-Way Arrows**

- Available in A3 size
- Choose from posters or durable signs
- Left, up and right arrows available
- Clear and noticeable blue

#### Handwashing & Hygiene Signage

Hand hygiene has been declared a baseline measure for limiting the spread of infections going forward and is recommended during lockdown and beyond. Here are some free templates you can use around your restaurant.



#### **How to Handwash**

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- · Suitable for indoor or outdoor use



#### **How to Handrub**

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available



#### **Wash Clothes Regularly**

- A1 size
- Choose from posters or Correx® by Corplex signs
- Customise our free template
- Next day delivery available





#### Please Don't Touch Unless Buying

- A3, A2 and A1 sizes
- Available on posters, Correx® by Corplex and foam signs
- Free design available
- Quality, affordable signs and posters

#### **Latest Cleaning Records Poster**

- A3 & A1 sizes
- Writable silk stocks
- Give customers confidence in your cleanliness
- Easy to recycle when finished with

#### **Social Distancing Signage**

Social distancing is still an important measure that should be in place on public transport and in any staff areas. Here are some free sign templates you can use around your place of work.





#### Exit

- Available in sizes A4, A3, A2 and A1
- Long-term PVC or affordable silk prints
- Perfect for store exits
- Clear poster for your one-way system end point

#### 3.5 Logistics & Transport

As more and more businesses begin to re-open, it'll likely get busier for your logistics and transport company. Here are a few ways you can implement safety measures to keep your team and passengers safe.

#### **Entrance**

- Available in sizes A4, A3, A2 and A1
- Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point



#### **Restricted Access**

- Available in sizes A4, A3, A2 and A1
- Add to staff only doors or between departments
- Mark off unsafe areas
- Next day delivery available





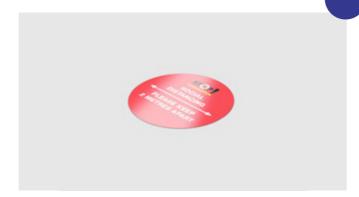
#### **No Sitting**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stocks
- Easy to attach to any surface
- Next working day delivery available



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **Keep Apart Floor Stickers**

- 300mm circles
- Easy to apply and clean
- Mess-free removal
- Perfect for social distancing



#### Do Not Gather in Groups Over 2

- A1 size
- Outdoor Correx® by Corplex or indoor posters
- Affordable signs
- Fully recyclable



#### **Keep Your Distance**

- Available on posters, foam and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials



#### Only X People in This Area

- Available in A3, A2 and A4 sizes
- Choose from sturdy Correx® by Corplex or indoor posters
- Customisable free template
- Next day delivery available



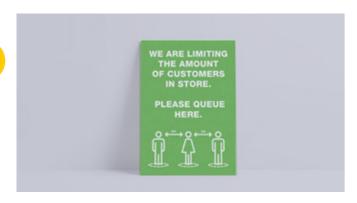
#### **Stand Apart Poster**

- A4. A3 and A2 size
- Remind customers and staff of official advice
- Affordable and easy to recycle
- Available on 6 stocks



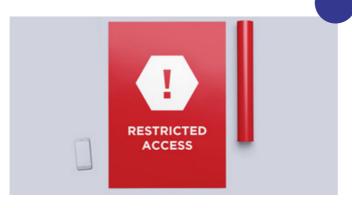
#### **Do Not Visit Sign**

- A1 size
- Indoor foam or outdoor Correx® by Corplex
- Next day delivery available



#### **Limited Numbers Poster**

- A1 size
- Sturdy outdoor and indoor posters
- Lightweight and easy to install
- Fully recyclable



#### **Restricted Access**

- Available in A1, A2 or A3
- Choose from outdoor Correx® by Corplex or indoor posters
- Next day delivery available
- Customisable design template

#### Handwashing & Hygiene Signage

Make sure all passengers and drivers are following hygiene best practices by posting reminders in your business.



#### Cover Your Face, Wear a Mask

- A1 size
- Sturdy, affordable signs
- Fully recyclable



#### **Stay Alert**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose silk stock to sign
- Next day delivery available



#### How to Handrub

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use



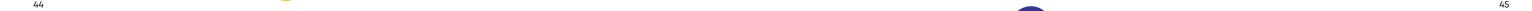
#### **How to Handwash**

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- Suitable for indoor or outdoor use

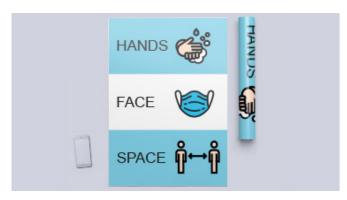


#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available







#### **Wash Clothes Regularly**

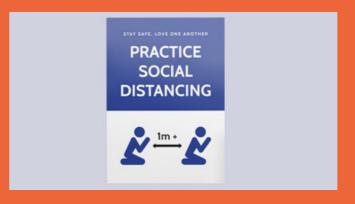
- A1 size
- Choose from posters or Correx® by Corplex signs
- Customise our free template
- Next day delivery available

#### **Don't Touch Your Face**

- A3 size
- Indoor and outdoor poster prints
- Choose from silk, foam and Correx® by Corplex
- Next day delivery available

#### **Operating Services Safely**

Our safe religious service templates are designed for putting essential safety measures in place in your establishment.





#### **Now Open**

- 4 sizes available
- Customise with your opening hours
- Perfect for your windows and walls
- Clear, bright poster signs to grab attention

#### 3.6 Religious Establishments

With limits on social contact and life events due to be lifted gradually throughout spring and summer as part of the lockdown easing roadmap, setting your church, mosque or other religious establishment up to cater for larger groups – and remain safe – is crucial. We've created the following templates to help you make sure you've covered all bases.

#### Keep Your Distance

- A1 size
- Available in a range of stocks
- Silk stocks are easy to recycle
- Clear, bright poster signs to grab attention



#### **Queue Here**

- A1, A2, A3 and A4 sizes
- Choose from a range of budget-friendly stocks
- Perfect for your windows and walls
- Clear, bright poster signs to grab attention



#### **Wash Your Hands**

- A1, A2, A3 and A4 sizes
- Choose from a range of budget-friendly stocks
- Place one by every sink
- Next day delivery available



#### **Stay Alert**

- Official government template
- A3 or A1 size
- Posters, Correx® by Corplex and foam signs available



#### **Sanitise Your Hands**

- A1, A2, A3 and A4 sizes
- Choose from a range of budget-friendly stocks
- Place them near hand sanitising stations
- Customise our templates for free



#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose silk stock to sign
- Next day delivery available

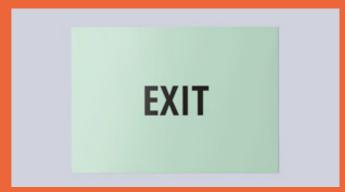
#### **Social Distancing Signs**

Remind members of the congregation to keep their distance as this measure remains in place, at least for the time being!



#### **Entrance**

- Available in sizes A4, A3, A2 and A1
- Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point



#### Exit

- Available in sizes A4, A3, A2 and A1
- Long-term PVC or affordable silk prints
- Perfect for store exits
- Clear poster for your one-way system endpoint



#### **No Entry**

- Available in sizes A4, A3, A2 and A1
- Add to staff only doors or between departments
- Mark off unsafe areas
- Next day delivery available



#### **No Sitting**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stocks
- Easy to attach to any surface
- Next working day delivery available

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#### **Social Distancing Floor Stickers**

- Five different sizes available
- Slip, fade and scuff resistant
- White vinvl for vibrant colours
- Easy to apply and clean





#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available

#### **Keep Your Distance**

- Available on posters, foam board and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials

#### Handwashing & Hygiene Signage

Hand hygiene has been declared a baseline measure for limiting the spread of infections going forward and is recommended during lockdown and beyond. Here are some free templates you can use around your place of work.



#### How to Handwash

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available



#### **How to Handrub**

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use



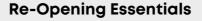
#### Cover Your Face, Wear a Mask

- A1 size
- Sturdv. affordable signs
- Fully recyclable



#### **Disinfect All Surfaces**

- A1 Size
- Indoor and outdoor stocks available
- Choose from outdoor Correx® by Corplex or indoor posters
- Affordable sign and poster printing



A range of re-opening signage to spread the word to customers that you're back in business after lockdown restrictions ease.

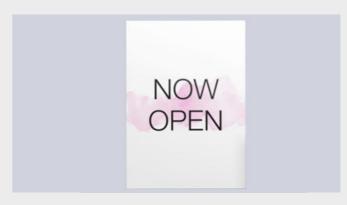


#### 3.7 Beauty, Gyms & Leisure

With much of this industry set to make its big comeback from as early as April, we've created the following free templates to help you re-open in style, but also safely.

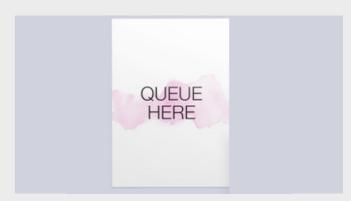
## Keep Your Distance Poster

- A1 size
- Available in a range of stocks
- Silk stocks are easy to recycle
- Clear, bright poster signs to grab attention



#### **Now Open**

- 4 sizes available
- Customise with your opening hours
- Perfect for your windows and walls
- Clear, bright poster signs to grab attention



#### **Queue Here**

- A1, A2, A3 and A4 sizes
- Choose from a range of budget-friendly stocks
- Perfect for your windows and walls
- Clear, bright poster signs to grab attention





#### **Wash Your Hands**

- A1, A2, A3 and A4 sizes
- Choose from a range of budget-friendly stocks
- Place one by every sink
- Next day delivery available





#### **We Are Re-Opening Poster**

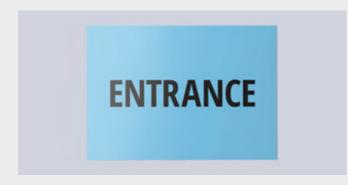
- A1 size
- Available in a range of stocks
- Silk stocks are easy to recycle
- Clear, bright poster signs to grab attention

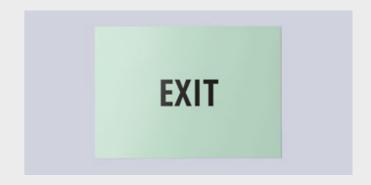
#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose silk stock to sign
- Next day delivery available

#### **Social Distancing Signage**

There are a number of different ways you can ensure you're meeting the social distancing guidelines set out by the Government in the early days of the pandemic last year. Print these free templates to remind customers of your rules.



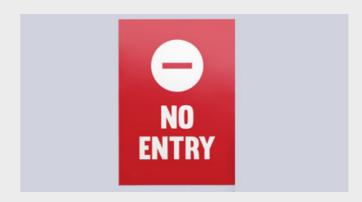


#### Entrance

- Available in sizes A4, A3, A2 and A1
- · Choose from indoor and outdoor stocks
- Perfect for store entrances
- Clear poster for your one-way system starting point

## Exit

- Available in sizes A4, A3, A2 and A1
- Long-term PVC or affordable silk prints
- Perfect for store exits
- Clear poster for your one-way system endpoint



#### No Entry

- Available in sizes A4, A3, A2 and A1
- Add to staff only doors or between departments
- Mark off unsafe areas
- Next day delivery available



#### **No Sitting**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stocks
- Easy to attach to any surface
- Next working day delivery available



#### **Social Distancing Floor Stickers**

- Five different sizes available
- Slip, fade and scuff resistant
- White vinyl for vibrant colours
- Easy to apply and clean



#### **Keep Your Distance**

- Available on posters, foam board and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **Don't Touch**

- Available in sizes A4, A3, A2 and A1
- Choose from temporary or long-term stocks
- PVC posters are wipeable
- Free template customise online now!



#### **Limited Numbers Poster**

- A1 size
- Attach to any surface
- Affordable and recyclable
- Next day delivery available



#### **Limited Numbers A Frame**

- A1 size
- Easy to replace graphics
- Sturdy brushed aluminium frame
- Two posters included



#### Stand 1m Apart Roller Banner

- 800mm x 2000mm
- Assemble in minutes
- Pop up banner wherever you need it
- Free carry case included

#### Handwashing & Hygiene Signage

Maintaining a high level of hygiene will be important for keeping visitors and staff safe as well as giving customers confidence in using your services.



#### How to Handwash

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- · Suitable for indoor or outdoor use



#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available



#### How to Handrub

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use



#### Cover Your Face, Wear a Mask

- A1 size
- Sturdy, affordable signs
- Fully recyclable



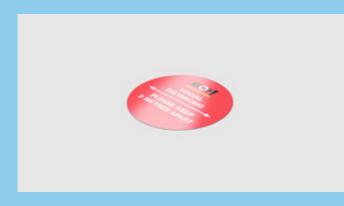
#### **Disinfect All Surfaces**

- A1 Size
- Indoor and outdoor stocks available
- Choose from outdoor Correx® by Corplex or indoor posters
- Affordable sign and poster printing



#### **Social Distancing Signage**

Social distancing is still an important measure that should be in place in all areas of your office or contact centre. Here are some free sign templates you can use around your place of work.



## 3.8 Offices & Contact Centres

Most office teams are being asked to work from home where possible, but as lockdown restrictions are lifted and the risk of spreading infection goes down, you may decide that it's time to head back in. Here's what we recommend for keeping your team safe whilst working in the office.

#### Keep Apart Floor Stickers

- 300mm circles
- Easy to apply and clean
- Mess-free removal
- Perfect for social distancing



#### **Keep 1m Distance**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **Keep Your Distance**

- Available on posters, foam and Correx® by Corplex signs
- A1, A2 and A3 sizes available
- Add your own branding to our free templates
- Choose from a range of sturdy materials



#### **Stand Apart Sign**

- A4, A3 and A2 size
- Remind customers and staff of official advice
- Affordable and easy to recycle
- Available on 6 stocks





- 300mm circles
- Slip, fade and scuff resistant
- Easy to apply and clean
- White vinyl for vibrant colours

#### **Meeting Room Signs**

- A1 size
- Fluted Correx® by Corplex board
- Fully recyclable
- Sturdy and lightweight

#### Health, Hygiene & Handwashing

Maintaining good hygiene in the office means infections are less likely to spread amongst your workforce. Instead of blaming that employee who always brings the yearly cold into the office (you know who we mean!), make sure you've got measures in place to keep everyone protected.



#### Cover Your Face, Wear a Mask

- A1 size
- Sturdy, affordable signs
- Fully recyclable



#### **COVID-19 Risk Assessment**

- One needed for every business
- A3 size
- Choose silk stock to sign
- Next day delivery available



#### **Stay Alert**

- Available in sizes A4, A3, A2 and A1
- Wipeable PVC or temporary silk stock
- Add your logo to our template for free
- Next working day delivery available



#### **How to Handwash**

- A3 size
- Affordable sign printing in foam, silk and Correx® by Corplex
- Official World Health Organisation template
- Suitable for indoor or outdoor use





#### **How to Handrub**

- A3 size
- PVC, silk, foam and Correx® by Corplex stocks
- Official World Health Organisation template
- Suitable for indoor or outdoor use

#### **Keep Windows Open**

- A1 size
- Choose from signs or posters
- Full colour printing
- Next day delivery available

#### **Re-Opening Must-Haves**

As well as advertising your re-opening (if applicable), completing a risk assessment notice to show customers exactly what measures you'll have in place (e.g. wearing a face covering, keeping socially distanced) will give them all the confidence they need to have you back in their homes.



## 3.9 Working in People's Homes

This kind of work has been allowed this lockdown, but whether you've been taking a break due to shielding or you've carried on working throughout, there are still a couple of things to think about as we head into the lockdown easing steps.

#### We Are Re-Opening Flyer

- A5 is our most popular size
- · Affordable and quick advertising
- Room to share your details
- Free customisable template



#### **We Are Re-Opening Poster**

- A1 size
- Available in a range of stocks
- Silk stocks are easy to recycle
- Clear, bright posters & signs to grab attention



#### **COVID-19 Risk Assessment**

- Official government notice
- A3 size
- Window display poster
- Order as little as 1!

## **Chapter 4: Safety Essentials**

So, you might know us as being print experts – but when the pandemic hit last year, we stepped up and transformed our factory to create other essentials that small businesses would need to combat the effects of the virus. Now you can buy all of your must-haves in one place!



#### **Sneeze Guards**

Pop one of these free-standing see-through partitions up on any counter where customers will interact with you staff. Easy to wipe down at the end of the night, sneeze guards stop airborne droplets in their tracks.



#### **Face Visors**

A great additional face covering to wear with a face mask, popular amongst professionals who need to get up close and personal with customers, like beauticians and hairdressers. Foam headband option for comfort on those long shifts.



#### **Clear Roller Banners**

Create a clear 2m tall partition wherever you need it with our clear pop-up banners. Great for separating seats in waiting areas, restaurants and salons without blocking out the light and closing up the room.









#### **Floor Stencils**

Take one footprint or arrow floor stencil and a can of spray paint and you've got yourself a ready-to-roll queueing or one-way-system!

Completely re-usable (you'll only need 1 stencil!) and recyclable.

#### **Floor Stickers**

Our vinyl floor stickers will stick to any clean, flat indoor or outdoor surface, making them a great choice for your queues or to give customers directions. The adhesive vinyl is scuff, slip and fade resistant for long-lasting results.

#### **Anti-Bacterial Lamination**

You can now add anti-bacterial lamination to flyers, business cards and folded leaflets (AKA anything that might be passed from one person to another). This special finish adds a shiny coating that uses silver ion technology to eliminate up to 99% of surface bacteria. Plus, it protects your print and makes it look fresher for longer – if that's not killing two birds with one stone, we don't know what it!

## **Type IIR Surgical Masks**

Remember we said we transformed our print factory to offer safety essentials for our small business customers? Well, we also converted the unit next door into a state-of-the-art medical facility to create Type IIR Surgical masks!

As well as being proud suppliers to the NHS, these single-use masks are now available to buy through our website, where a box of 50 will cost you **just £12.** The Type IIR Surgical masks are made with 3 protective layers, ear loops and an adjustable nose bridge to fit anyone comfortably – and they boast a >99% Bacterial Filtration Efficiency, which means they're really effective at minimising the spread of bacteria.



# Chapter 5: The Small Business's Re-Opening Checklist

TASK	NOTES	DUE DATE	DONE
Completed my COVID-19 risk assessment			
Put up clear signage to remind staff and customers of safety measures			
Created a one- way system through my business			
Know how many people can safely enter my business while maintaining social distancing			
Ordered a supply of Type IIR Surgical masks for myself and staff			

TASK	NOTES	DUE DATE	DONE
Advertised my re-opening date to customers			
Informed customers of any changes to procedure, e.g. contactless payment			
Planned my re-opening marketing activity			
Trained staff on any new procedures			

## Chapter 6: How to Find Customers After Lockdown

Lockdown has affected every business, but as shops and retailers get ready to re-open their doors following the third lockdown, the main question on business owners' minds is: how can I find customers after lockdown?

Although restrictions are lifting, businesses are being faced with an unfamiliar climate – and with a much warier customer. This means you might need to find different ways to make customers feel more confident shopping with you. Here, we'll go over some of the steps you should take which will help you find customers after the Coronavirus lockdown is eased.



#### 1. Research Your Competitors

It's always a good idea to keep tabs on the competition, but even more so right now. Just like you will have had to adapt your business to your customers' new needs, so will they. Look into what new services they've been offering, new product launches, and the things they've stopped doing – and look at how you can muscle into their offering.

Can you adapt to offer those same services and more? Or will you do something completely unique to differentiate your business from the rest? You might discover that some of your competitors have folded and are no longer in business. In this case, you can tap into their existing audience by launching products or services that these businesses used to have.

## 2. Recognise How Buyers' Spending Behaviour Has Changed

According to Trading Economics, consumer confidence dropped drastically from -7% in March to -34% in April 2020, which was the lowest it's been since the height of the recession in 2009. The main customer trends following the Coronavirus lockdowns show that customers are 1) less confident in making purchases, and 2) turning to online shopping.

This means that one of the first steps your business will need to take is putting in place safety measures to make sure they feel safe to visit your business. You can do this by:

- · Carrying out a COVID-19 risk assessment
- Displaying your risk assessment notice as a poster in your shop window
- Sending out a flyer to let customers know the measures you have in place
- · Adding your safety measures to your website FAQs

If possible, you could also take part of your business online and offer an online pick-up or takeaway service if your customers would feel safer doing that.

Not sure if that's what your customers really want? There's nothing wrong with asking them! Send out a survey asking how you could improve your current offering and what would make them feel safe to visit after lockdown.



#### 3. Make Sure Customers Know You're Open

Many businesses have been closed during the lockdown (and before, depending on what tier they were in!) due to the rules set out by the Government in January. However, as many begin to re-open, customers might not realise that yours is one of them.

There's no such thing as over-communicating to your customers. Send them an email, put up a re-opening poster in the window, send out direct mail and put it on your website and social media to make sure they get the message.



#### 4. Let Customers Know What Safety Measures You Have in Place

This, again, targets customers whose confidence might be knocked. A sure-fire way to boost confidence is by promoting all the awesome things you're doing to keep your team and your customers safe when shopping with you.

Following the first lockdown, the Government released 8 industry guides on re-opening, and a common theme throughout all of them was clear signage – and this hasn't changed in 2021. These signs are great reminding customers about any of the following so just think about what you'll need specifically for your business:

- · Social distancing
- · Limited numbers
- Hand wash/hand hygiene
- Collection points
- · Contactless payments only
- · Re-opening date/times
- · Do not visit if you are unwell
- · Stay alert
- · One-way system
- Don't touch unless buying

It's also a good idea to provide employees working at the point of contact with sneeze guards and visors to help keep them protected and further reinforce to customers that you're taking safety seriously.



## 5. Use This as an Opportunity to Partner with Another Business

Many businesses have found success since the start of the pandemic by partnering with other businesses that have a similar customer base.

Take Morrisons, for example. Not only was Morrisons the first big supermarket to have partnered with Deliveroo, who normally only work with restaurants and takeaway businesses, but they also partnered with Amazon, providing the groceries for their Prime Now service. They've basically revolutionised online grocery shopping!

We've also been doing a little partnering, with our sister company Bluetree Mask Box, that supply businesses with surgical mask subscriptions. With very similar customer bases, we knew our small business customers would definitely find face masks useful for re-opening their businesses safely.



## 6. See If You Can Apply for a Government Loan

The UK Government has recognised that small businesses are going to be hit the hardest by the Coronavirus pandemic, which is why they've introduced The Bounce Back Loan Scheme (BBLS) for small and medium-sized businesses.

This allows SMEs to borrow between £2,000 up to 25% of their turnover, with a maximum loan of £50,000. For the first 12 months, the Government guarantees that there will be no interest on the loan, and interest after the first 12 months will be 2.5% a year.

### Chapter 7: How We Can Help

Along with recognising a need for different printed materials to attract customers to your business during the pandemic, we also saw that many businesses needed a little extra help in other areas too.

That's why we've recently launched a new range of services so you can create print that looks exactly how you picture it in your head. Just in case you've missed out on any of these new developments, we've included them here!



#### **Graphic Design Service**

Getting your design and your print all in one place just makes sense! And since we've got a whole team of designers who specialise in print under our roof, launching a graphic design service was a no-brainer.





#### **Select Your Product**

Choose your print from our full range on the website and you'll have the option to add the design service to your basket.



#### We'll Be in Touch

Once you've placed your order, a member of our team will be in touch with you to receive your brief.



#### Approve Your Design

We'll create a design using your brief and any images & text provided. You will then be able to approve or request an amendment\*.

\*We're happy to make 2 free amendments. After this, you will be charged £15 per amendment.

Find out more here: www.instantprint.co.uk/graphic-design-service



#### **Free Print Consultations**

From picking a paper stock to choosing the best marketing tools for your business, our print experts are here to help! We can walk you through our website, discuss your print needs, and let you know how to place an order.

**How it Works -** Our virtual consultations are all about you, so you'll decide when and how you take your call



#### 1. Book a slot

When you click 'book now', you'll be asked to choose a time which suits you and an email address or phone number for us to contact you on. Let us know if there's a particular topic we can help with when you're booking so we can prepare a thorough answer for you.



#### 2. Get Ready to Chat!

Depending on whether you want to call or have a video chat with us, we'll give you a ring on the phone number you've supplied or send a video chat link to your email address. Make sure you're free at the time you've chosen and wait for your phone call or click on the video link to start the consultation.



#### 3. Ask Away!

We're all ears and raring to help with all of your print questions or design requirements! Our calls normally last around 15 minutes, but you can choose a longer call if you've got a lot of burning questions that need answering.

#### Find out more and book a free consultation at:

www.instantprint.co.uk/printspiration/be-inspired/customer-consultations



#### Split It!

Split It is our brand-new delivery service that lets you split your print order up into quantities you define, to as many addresses as your business needs, no matter what products make up your order! What gets delivered and to where is now in your control.

This makes ordering print for direct mail campaigns a breeze – no need to store and package everything at your business or home address, simply send out your flyers, booklets or letters directly to your customers.

#### **How it Works**



#### 1. Request a Quote

First, you'll need to let us know what print products you're wanting to order and how you want to split it. To do this, request a quote by visiting us at: www.instantprint.co.uk/split-it



#### 2. We'll be in Touch

A member of our team will be in touch shortly to let you know how much your order will cost, including the delivery cost when you Split It.



#### 3. Approve Your Quote

If you're happy with the price we're offering, approve your quote and place an order with the member of the team you're speaking with and we'll sort out the rest



#### **Building Back Better, Together**

Helping out our fellow small businesses is going to be incredibly beneficial to building back better as lockdown restrictions ease. With our Refer a Friend Scheme, you can help a small business close to your heart and feel the benefits for your own business too!

Send your unique referral code to your friends to give them £10 off their next print order over £40 – and you'll get £10 off every time someone uses your code!

Find out more here: www.instantprint.co.uk/refer-a-friend

## Low Prices, High Quality

For small businesses, using high quality materials to showcase who they are is essential for making that all-important first impression. What's also important is the price.

Here at instantprint, we don't think the price of your print should hold you back from looking spectacular, which is why we keep our prices as low as possible without compromising on quality. To show you what we mean, we gathered our best value prices on popular products to give you a taste of what you can get on a budget.







## Re-Opening Essentials for Just £20

- 500 A5 Flyers
- 5 A1 Posters
- 25 A6 Folded Leaflets







## Re-Opening Essentials for £10 and Under

- 25 Premium Business Cards
- 50 A6 Flyers
- 1 A3 Poster

## **Chapter 8: Why Choose instantprint?**

As an instantprint customer, here are some of the perks you can expect.



#### **A Helping Hand**

At each stage of your printing journey, you can be supported by our team of friendly print experts.



#### **Fast Online Printing**

There's a reason we're called instantprint! We can now offer express next day deliver on our most popular ranges.



#### **Largest UK-Based Online Printer**

We're proud to have helped over 500,000 UK businesses grow with print that makes them look amazing.



#### **Free Artwork Check**

A member of our team checks your artwork in 10 key areas as standard for perfect print every time.

www.instantprint.co.uk







