

Insert Company Logo/Header

April 2, 2020

RE: COVID-19 Designated Essential Services Employee in State of Florida

Dear Government Official, Law Enforcement Officer or Emergency Management Official:

Employee Name:

Employee Address:

This letter is to inform you that the person signed above provides essential services as declared by Governor Ron DeSantis in Executive Order 20-91 (issued on April 1, 2020), which references *Essential Critical Infrastructure Workers During COVID-19 Response*, a document created by the federal Cybersecurity and Infrastructure Security Agency (CISA), and the guidelines created within the Miami-Dade County Emergency Order 07-20, in addition to those further defined by the State Coordinating Officer, as essential employees. Specifically, this individual is engaged in **[insert specific reference]**.

Because this person is an employee, essential contractor, supplier and/or business partner, this person should be considered exempt from any state or local restrictions such as curfews, shelter-in-place orders, and other mobility restrictions when reporting to, returning from, or performing his or her work functions. As such, this person should be granted priority access, right-of-passage without delay or hindrance and, in case of need, all lawful aid and protection to them as a support for critical infrastructure of the community, state and nation.

Should you need to confirm the identity and business intentions of any individual presenting himself or herself as a representative of **[insert company name]**, please contact me at the number below.

Thank you,

INSERT SIGNATURE
NAME, TITLE
EMAIL
PHONE