Add Company Logo

To Whom It May Concern:

RE: Essential Worker Status – (Employee Name, title)

This letter documents that (Employee Name) has been designated as an Essential Worker by the “name of employer or company” in accordance with guidance from the Department of Homeland Security (enter industry segment or employee function if applicable).

Normal Work Hours:

Place of Work Address:

Employer Contact:

(Name)  
(Cell Phone)

Sincerely,

(Name/Title of business owner or operator)