

Health Compliance Verification

Date: [Insert Date]

To: [Employee's Name]

[Employee's Address]

Dear [Employee's Name],

We are pleased to welcome you to [Company Name]. As part of our onboarding process, we require a health compliance verification to ensure a safe and healthy workplace for all employees.

Kindly complete the following requirements:

- Submit your recent health assessment report.
- Provide proof of immunizations (if applicable).
- Complete any necessary health-related forms required by our HR department.

Please ensure that all documents are submitted by [Insert Deadline]. If you have any questions or need assistance, feel free to reach out to our HR department at [HR Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Contact Information]