

Emergency Contact Designation Letter

Date: [Insert Date]

To Whom It May Concern,

I, [Your Full Name], residing at [Your Address], hereby designate [Emergency Contact's Full Name] as my emergency contact during my travel from [Start Date] to [End Date].

In the event that I am unable to communicate or make decisions regarding my health and safety, I authorize [Emergency Contact's Full Name] to act on my behalf and make necessary arrangements.

Emergency Contact Information:

- Name: [Emergency Contact's Full Name]
- Relationship: [Relationship to Contact]
- Phone Number: [Contact's Phone Number]
- Email Address: [Contact's Email]

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]