

# Emergency Contact Notification

Date: \_\_\_\_\_

Dear [Volunteer Name],

We appreciate your volunteer efforts and commitment to [Organization/Project Name]. As part of our safety protocol, we request that you provide us with your emergency contact information.

Please fill out the information below:

## Emergency Contact Information

**Name:** \_\_\_\_\_

**Relationship:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Alternate Phone Number:** \_\_\_\_\_

In case of an emergency, we will make every effort to contact your emergency contact as soon as possible. Your safety is our utmost priority.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]