

Emergency Contact Information for Volunteers

Dear [Volunteer Name],

As a valued volunteer, your safety and well-being are our top priorities. In the event of an emergency, we need to ensure that we can reach your designated contacts quickly.

Emergency Contact Requirements

- **Name:** [Emergency Contact Name]
- **Relationship:** [Relationship to Volunteer]
- **Phone Number:** [Emergency Contact Phone Number]
- **Alternate Phone Number:** [Emergency Contact Alternate Number]
- **Email Address:** [Emergency Contact Email]

Please fill out the information above and return it to [Contact Person/Organization] by [Deadline Date]. If you have any questions or concerns, do not hesitate to reach out.

Thank you for your cooperation and dedication!

Sincerely,

[Your Name]
[Your Position]
[Organization Name]
[Contact Information]