

# Safety Gear Requirement for Science Lab Activities

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

To: [Recipient's Name]

From: [Your Name]

Subject: Required Safety Gear for Upcoming Science Lab Activities

Dear [Recipient's Name],

As we prepare for the upcoming science lab activities scheduled for [insert dates], it is essential that all participants are equipped with the necessary safety gear to ensure a safe and productive environment. The following items are required:

- Safety goggles
- Lab coats or aprons
- Disposable gloves
- Closed-toe shoes

Please ensure that you have these items ready before participating in the lab sessions. If you have any questions or require assistance in obtaining any of the gear, do not hesitate to contact me.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]