

# Emergency Contact Hierarchy

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

To: All Members of [Club Name]

## Subject: Emergency Contact Hierarchy

Dear Members,

In the event of an emergency, we want to ensure that all members are aware of the contact hierarchy to follow. Please find below the established protocol for emergencies within our social club:

### 1. Club President

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### 2. Vice President

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### 3. Club Secretary

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### 4. Treasurer

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## **5. Emergency Services**

For immediate assistance, please contact local emergency services:

Police: \_\_\_\_\_

Fire Department: \_\_\_\_\_

Ambulance: \_\_\_\_\_

We appreciate your attention to this important matter and encourage all members to keep this contact hierarchy readily available for reference.

Thank you,

[Your Name]

[Your Title]

[Club Name]