

IT Emergency Contact List

Dear Team,

Please find below the IT emergency contact list for internal distribution. This list provides essential contacts for immediate technical assistance and support during any IT emergencies.

Name	Position	Contact Number	Email Address
John Doe	IT Manager	(123) 456-7890	jdoe@company.com
Jane Smith	Network Engineer	(234) 567-8901	jsmith@company.com
Mike Brown	System Administrator	(345) 678-9012	mbrown@company.com

It is crucial to keep this information handy and to reach out to the appropriate contacts when any IT issues arise.

Thank you for your cooperation.

Best Regards,

IT Department