

Corporate Travel Transport Emergency Contacts

Date: [Insert Date]

To Whom It May Concern,

This letter serves as a reference for transport emergency contacts for our corporate travel purposes. Please ensure that all employees have access to this information and can reach out during times of need.

Emergency Contacts:

1. **Local Police:**
Phone: [Insert Phone Number]
Address: [Insert Address]
2. **Local Hospital:**
Phone: [Insert Phone Number]
Address: [Insert Address]
3. **Travel Agency Support:**
Phone: [Insert Phone Number]
Email: [Insert Email Address]
4. **Corporate Security:**
Phone: [Insert Phone Number]
Email: [Insert Email Address]

For any travel-related emergencies, please do not hesitate to contact the above numbers.

Best Regards,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]