

Emergency Information Update

Dear Members,

At [Fitness Center Name], your safety is our top priority. We are reaching out to refresh our emergency information database. Please take a moment to review and update your emergency contact information.

Action Required:

1. Review the emergency contacts we have on file.
2. Update any changes in your emergency contact details.
3. Ensure that your medical information (if applicable) is accurate.

How to Update:

Please visit the front desk or log in to your member account on our website to make updates. The deadline for this refresh is [insert date].

Thank you for helping us keep our community safe!

Sincerely,

[Your Name]
[Your Position]
[Fitness Center Name]
[Contact Information]