

Infectious Disease Outbreak Alert

Date: [Insert Date]

To: Local Business Owners

From: [Your Organization/Health Department Name]

Dear Local Business Owners,

We are writing to inform you of an outbreak of [specific infectious disease] in our community as of [insert date]. It is critical to raise awareness and implement preventive measures to ensure the health and safety of our community.

The following are key points to be aware of:

- Symptoms of the disease may include [list symptoms].
- Transmission methods include [describe transmission methods].
- Recommended actions for businesses include [list recommended actions, e.g., sanitation practices, employee health protocols].

We encourage you to stay informed and take proactive steps to minimize risks. For more information on the outbreak and guidance, please visit [insert relevant health department website or resources].

Thank you for your attention to this matter and for your commitment to community health.

Sincerely,

[Your Name]

[Your Title]

[Your Organization/Health Department Name]

[Contact Information]