

Travel Advisory Notice

Date: **[Insert Date]**

To: **[Group Name]**

From: **[Your Organization]**

Subject: Important Travel Advisory for Upcoming Group Tour

Dear [Group Members],

We would like to inform you about important travel details and safety advisories regarding our upcoming group tour to **[Destination]** scheduled for **[Dates]**.

Travel Safety Guidelines

- Stay informed about local health advisories.
- Keep emergency contacts handy.
- Adhere to local laws and customs.
- Ensure your travel insurance is up to date.

Required Documents

- Valid passport
- Travel insurance policy
- COVID-19 vaccination proof (if applicable)

Emergency Contact Information

In case of emergencies, please reach out to:

Local Emergency Number: **[Emergency Number]**

Your Tour Coordinator: **[Coordinator Name]** - Phone: **[Coordinator Phone]**

We highly encourage all participants to remain vigilant and prioritize safety during our travels. Should you have any questions or require further information, please do not hesitate to contact us.

Thank you for your attention to this important advisory. We look forward to a safe and enjoyable adventure together!

Sincerely,

[Your Name]
[Your Title]
[Your Organization]
[Contact Information]