

Safe Food Handling Certification Renewal Notification

Date: [Insert Date]

To: [Restaurant Owner/Manager Name]

[Restaurant Name]

[Restaurant Address]

Dear [Owner/Manager Name],

We hope this message finds you well. This letter serves as a reminder that your Safe Food Handling Certification is due for renewal on [Insert Renewal Date]. Maintaining this certification is essential for ensuring the safety and quality of the food served at your establishment.

To proceed with the renewal process, please ensure that all staff members have completed the necessary food safety training and that documentation is submitted to our office by [Insert Deadline]. Please find attached the application form and guidelines for renewal.

If you have any questions or require assistance during the renewal process, do not hesitate to contact us at [Insert Contact Information].

Thank you for your commitment to food safety.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]