(COMPANY LETTERHEAD)

 March 23, 2020

To Whom It May Concern:

The bearer of this letter is:

(A) providing critical infrastructure services, as defined by the Department of Homeland Security, in the *Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response*. Specifically, INSERT INFO HERE

**OR**

(B) necessary to conduct minimum basic operations to facilitate business operation, including ensuring security, processing transactions and/or facilitate the ability of other workers to work remotely.

While providing this support, the bearer must be able to travel to and access the facilities during curfews and restricted travel periods in order to prevent loss of service or restoration of critical services.

 Sincerely,

 (*Signed by Company Representative*)