**[COMPANY LETTER HEAD]**

To Whom it May Concern:

The individual in possession of this letter and identified by their accompanying identification card is transiting, responding to, or providing a critical product or service on behalf of **[COMPANY NAME HERE]** and has been designated by the U.S. Department of Homeland Security Cybersecurity & Infrastructure Security Agency (CISA) as an “Essential Critical Infrastructure Worker.” This designation is also described in the **[CITY, COUNTY OR STATE]** Executive Order **[EXECUTIVE ORDER NUMBER]**.

**[COMPANY NAME HERE]** designs, installs, and services life-safety and physical security systems to include fire alarm, video surveillance, access control, intrusion, robbery and Personal Emergency Response Systems.

Technicians and supply chain vendors are essential critical infrastructure workers who ensure the continuity of building functions and provide security staff to maintain building access control and physical security measures. In addition, other essential workers are included at **[COMPANY NAME HERE]** operations centers as necessary to maintain other essential building functions.

Please allow this individual to proceed unencumbered for the duration of this event.

You may contact **[CONTACT NAME), [CONTACT TITLE] at [CONTACT PHONE NUMBER]** with any questions or concerns related to this emergency access request.

Sincerely,

**[SIGNATURE]**

**[SIGNATORY PRINTED NAME]**

**[SIGNATORY TITLE]**

**[LICENSE # HERE]**