

(date)

Dear guest,

Welcome to \_\_\_\_\_. We trust your stay here will be pleasant. Since we know many travelers are concerned about H1N1 and other flu viruses, we want to assure you that we are actively working under guidance from the \_\_\_\_\_ County Health Department to limit the spread of flu viruses in our establishment. Our primary focus is the health and safety of our guests and our employees.

To protect our guests and employees, we have implemented a firm sick leave policy that ensures employees who are reporting to work are healthy. We have increased our cleaning schedule to ensure frequently touched items and surfaces are routinely cleaned with an EPA-registered product effective against Type A influenza viruses. Our housekeeping staff and food service employees have attended training on H1N1 and flu prevention, and our management staff maintains a firm commitment to take precautions necessary to prevent the spread of influenza.

We have made available in your rooms a packet of information from the local public health department, including a map of health care facilities, emergency rooms and local pharmacies. Should you become ill with flu-like symptoms during your stay here, please remain in your room, limit your interaction with others and follow the health department's guidance. Also, please notify us at the front desk so that we can ensure employee cooperation to accommodate any needs you may have.

We are glad you have chosen to visit \_\_\_\_\_, and trust that your stay here will be enjoyable, safe and healthy.

Sincerely,

(name)

(title)