March 21, 2020

Re: Coronavirus – COVID-19 / Curfew Exemption

Dear Officer or Official,

**[ Employee Name ]** , works for the following company, who’s Manufacturing & STEM work is considered essential to New Jersey’s mission in the fight against and the recovery from COVID-19.

* **[Business Name]**

[Business Address]

[Business Telephone]

This is stated in the Executive Order #107 & #108 signed by Governor Murphy on March 21, 2020 –

**Manufacturing, industrial, logistics, ports, heavy construction, shipping, food production, food delivery, and other commercial operations may continue operating, but as explained above, they should limit staff on site to the minimal number to ensure that essential operations can continue.**

This letter has been provided by the employer to abide by guidelines outlined in Executive Order #107 & #108, which allows travel to the place of employment after the recommended curfew.

Please feel free to contact the undersigned with any additional questions or comments.

Regards,

YOUR NAME

YOUR TIME

PHONE NUMBER

EMAIL

WEBSITE