**COVID-19: COMMUNITY RESPONSE VOLUNTEER

To Whom It May Concern**

We can confirm that the bearer of this letter **[First NAME Last NAME]** is volunteering on behalf of **[ORGANISATION]**.

Volunteers are supporting the crucial voluntary sector response to COVID-19 in accordance with The Cabinet Office's guidelines on essential and critical services.

The person named in this letter is a volunteer supporting the delivery of essential and critical services. In doing so, our volunteer will need to be able to travel within our community to conduct and fulfil their volunteering activities in response to the ongoing crisis. Please allow our volunteer to travel in order to undertake the duties of this role.

The validity of this person's volunteering status and/or activities undertaken can be verified at any time by contacting **[CONTACT NAME]** on **[PHONE NUMBER]**.

Yours Thankfully

**[CONTACT NAME]**

**[JOB TITLE]**

**[ORGANISATION]**