

[Print on Coroner's Letter Address]

<<Name>>  
<<Title>>  
<<Company Name>>  
<<Company Address>>  
<<Company Address>>  
<<Postcode>>

<<Date>>

Dear <<Insert Title & Name>>

### Coronavirus (COVID-19) vaccination

As I am sure you will be aware, the coronavirus vaccination programme is now underway.

Although it is your choice as to whether you have the COVID-19 vaccination, we encourage you to take the opportunity. The COVID-19 vaccines cannot give you COVID-19. Although becoming seriously ill from coronavirus is rare, the COVID-19 vaccination, we encourage you to have the vaccine programme via official sources. The information below:

<https://www.nhs.uk/conditions/coronavirus-vaccination/coronavirus-vaccine/>

This information page gives information on the effectiveness and potential side effects of the coronavirus vaccination.

Vaccinations are offered free of charge. You will be contacted when it is your turn to have the vaccine. If you are not registered with a GP surgery, you will be contacted when it is your turn to have the vaccine.

[www.nhs.uk/nhs-services/gps/having-a-gp/](https://www.nhs.uk/nhs-services/gps/having-a-gp/)

al coronavirus vaccination

the COVID-19 vaccination, we encourage you to take the opportunity when you are offered it. The COVID-19 vaccines will reduce your chance of becoming seriously ill from coronavirus. Although becoming seriously ill from coronavirus is rare, the COVID-19 vaccination, we encourage you to have the vaccine programme via official sources. The information below:

<https://www.nhs.uk/conditions/coronavirus-vaccination/coronavirus-vaccine/>

effectiveness and potential side

you will be contacted when it is your turn to have the vaccine. If you are not registered with a GP, we suggest you register with a GP surgery.

<https://www.nhs.uk/nhs-services/gps/having-a-gp/>

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You are entitled to take [paid] O  
19 vaccination appointments. Yo  
manager in order to attend a CC

and COVID-  
authorisation from your line  
appointment.

If you have any questions or con  
manager>>.

state job title e.g. HR

Yours sincerely,

<<Name & Title>>

For and on behalf of <<Compan

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