



ASA-HC Members:

*The following is GENERIC verbiage that can be used for your employees traveling to, from or for work. Each county's order has its own nuances so a customized letter per county will provide maximum protection. You must legitimately determine that your company qualifies as "essential business" for the particular jurisdiction you are working in or you could get into trouble with the authorities for violating a shelter in place order and for making misrepresentations to violate the order.*

I am working as an employee for (company) which is exempt from the “stay home” provisions as defined in orders issued by Harris County (Section 1.c. / Section 2.b.xi); Fort Bend County (Section 3.C. / Section 4.B.iii); and Galveston County (Section 1.b. Section 2.b.iii). If you have any questions, please call (company contact name and title) at (phone).