## **Letter to members**

*This letter about COVID-19 vaccination can be sent to your members.*

Dear [MEMBER],

Across the country, the COVID-19 pandemic is having devastating effects. Here at {***INSERT YOUR ORGANIZATION NAME***}, we have felt the pain and loss in our own community. We’ve supported individuals and families who have been affected by the pandemic and mourned those we have lost.

While the pandemic has kept us apart, there is new hope—vaccines are here. They will help us move closer to ending the pandemic.

We want everyone in our community to be safe and get back the moments we’ve missed with our families. friends and neighbors.

COVID-19 vaccines are safe and effective in preventing severe illness from COVID-19, and people who are fully vaccinated against COVID-19 may start to do some things they had stopped doing because of the pandemic.

Getting the COVID-19 vaccine adds one more layer of protection for you, your family, and your loved ones. Here are some key points about the COVID-19 vaccine:

* All COVID-19 vaccines currently available in the United States are very effective at preventing the disease.
* The most common side effects are pain in the arm where you got the shot, feeling tired, headache, body aches, chills, and fever.
* Stopping a pandemic requires using all the tools we have available—wearing masks, staying at least 6 feet apart from people who don’t live with you, avoiding crowds and poorly ventilated spaces, washing your hands frequently, and **getting vaccinated**.

We all play a part in this effort, and you are key. Please sign up to get your COVID-19 vaccination at {INSERT INFORMATION ABOUT WHERE TO GET VACCINATED}.

If you have questions about vaccination clinics in {INSERT COMMUNITY CLINIC INFORMATION}, please contact {INSERT NAME AND CONTACT INFORMATION}.

If you want to know more about COVID-19 vaccines, visit [www.cdc.gov/coronavirus/2019-ncov/vaccines](http://www.cdc.gov/coronavirus/2019-ncov/vaccines)

Sincerely,

{***INSERT SIGNATURE OF ORGANIZATION LEADER***}

## **Newsletter content**

*This short, newsletter-style blurb can be used in e-newsletters or hard copy newsletters that you distribute to members. Consider a “special edition” newsletter and add information about who to contact for more information.*

**COVID-19 vaccine: It’s our turn to roll up our sleeves and get vaccinated!**

It’s hard to imagine a time when we didn’t know COVID-19 existed. Now when people say “virus,” we know what they mean. The impact of COVID-19 on our lives, our activities, and our freedom has affected us all. The responsibility is ours, as a community, to help stop this virus.

COVID-19 vaccines are safe and effective in preventing severe illness from COVID-19, and people who are fully vaccinated against COVID-19 may start to do some things they had stopped doing because of the pandemic.

**It takes everyone.**

We all need to step up to beat COVID-19. We ask you to join us in protecting yourself, your family and friends, and our community by getting vaccinated.

{***INSERT QUOTE FROM ORGANIZATION LEADERSHIP. Suggested quote: “COVID-19 vaccination is one of the strongest tools we can use to fight this pandemic together,”****}* says [***NAME and TITLE***].

Getting vaccinated adds an important layer of protection for you, your family, and loved ones. Here are some things you should know about the COVID-19 vaccine:

* All COVID-19 vaccines currently available in the United States are very effective at preventing the disease.
* The most common side effects are pain in the arm where you got the shot, feeling tired, headache, body aches, chills, and fever.
* Stopping a pandemic requires using all the tools we have available—wearing masks, staying at least 6 feet apart from people who don’t live with you, avoiding crowds and poorly ventilated spaces, washing your hands frequently, and **getting vaccinated**.

We want everyone in our community to be safe and get back the moments we’ve missed with our families. friends and neighbors.

We all play a part in this effort, and you are key. Please sign up to get your COVID-19 vaccination at

{***INSERT INFORMATION ABOUT WHERE TO GET VACCINATED***}.

If you have questions about vaccination clinics in {***INSERT COMMUNITY CLINIC INFORMATION***}, please contact

{***INSERT NAME AND CONTACT INFORMATION***}.

If you have questions about the COVID-19 vaccine, visit CDC’s FAQs web page: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/faq.html>.