



*An Important Notice
from the Professionals at
[Clinic Name]*

Dear <<FirstName>>,

As I'm sure you're aware, precautions are being put into place nationwide to decrease the transmission and spread of the COVID-19 (Coronavirus). We are deeply concerned about the overall health of our community, and want you to know that we are still **open, available, and Coronavirus ready** in order to assist our neighbors with hearing loss. Some important things to note:

- **Regardless of where you purchased your hearing instruments, we're available to help.** Our experts are familiar with the function and repair of **all major hearing instruments** sold either privately or through large retail outlets, and are capable of reprogramming and cleaning them as necessary.
- **We are a hearing healthcare clinic and do not schedule sick patients to visit our office.** We have taken additional precautions such as **scheduling all appointments with significant time gaps between them** to ensure you do not come in contact with other patients (and to give us ample time to clean and sanitize our spaces between appointments).
- If your hearing instruments require batteries instead of featuring a rechargeable option, **we recommend forgoing a visit to the grocery store or supermarket. We carry all major brands and sizes of hearing aid batteries at market rate**, so you can purchase your batteries in our clean, safe office with minimal chance of exposure to the outside world.

As always, the health and safety of our community is the most important thing to us. If you have questions regarding any of this information, or would like to discuss your hearing health, please don't hesitate to contact us at **(XXX) XXX-XXXX**. We look forward to helping you on your hearing journey now and in the future, and wish you the safety, health, and happiness in the upcoming weeks.

Yours for better hearing,

[Provider Name]
[Credentials]