

Dear [company name] International Travelers & Expatriates,

As part of [company name]’s commitment to our employees, we have invested in global security assistance through International SOS. This program is designed to keep you safe and secure while you are traveling or living abroad and we strongly encourage you to take advantage of its services and online resources.

International SOS provides security and logistical expertise to help safeguard our international   
travelers, expatriates and g­­­­­­lobal workforce. So, if you lose your passport in Prague, need to know the safety around your hotel in New Delhi, get pick-pocketed in Rio or, in a more serious circumstance, immediately contact International SOS.

Conveniently dial one phone number that will connect you to the International SOS network of professional service teams that operates 24 hours a day, 365 days a year, all over the world. International SOS will get in touch with us as needed, depending upon the situation, and can even communicate with your family members.

Rest assured that no matter the problem, International SOS will give you expert advice to take care of your security needs while abroad. Simply carry the International SOS membership card with you at all times or download the [Assistance App](http://app.internationalsos.com) to use this complimentary service. Both contain our membership number and key phone numbers along with the website address ([www.internationalsos.com](http://www.internationalsos.com)).



**When to use International SOS’ services:**



**Before you travel** outside your home country, prepare yourself by logging onto the   
International SOS website where you can sign up for security email alerts or review country-specific reports that will make you an informed traveler. Also, take a look at the information provided through the Assistance App.



**While abroad,** let International SOS help you answer any general security concern you may have so you get quality care and advice.



**In an emergency,** International SOS can ensure you get immediate assistance, even if it requires evacuating you to a safe meeting point. Keep in mind that they can also take care of all the details associated with your situation such as making travel arrangements for family members so you can focus on getting home.



Protecting people is our priority. Because you are an International SOS member, wherever you are, they are there to protect your safety and well-being, ensuring your trip is memorable for all the right reasons.

**{Signature Line Here}**

[Company Name]

[Membership Number]

