

VICTOR ELEMENTARY SCHOOL DISTRICT

TO: All Employees
FROM: Personnel Services
SUBJECT: Emergency Information

In the event of an emergency, we must be able to contact the person of your choice. Please list that information below. This confidential information will be kept in the Personnel Department of the District Office for use in an emergency only.

We appreciate your cooperation.

Employee Name: _____ **Date:** _____

In case of emergency, please contact:

Name: _____ **Home Phone:** _____
Cell Phone: _____
Work Phone: _____

Name: _____ **Home Phone:** _____
Cell Phone: _____
Work Phone: _____