

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Organization/Department Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Quarantine Declaration

I, [Your Full Name], hereby declare that I have been advised to undergo quarantine due to [reason for quarantine, e.g., exposure to a confirmed case, travel history, symptoms].

I will be adhering to the quarantine guidelines as stipulated by health authorities, which includes [mention specific measures like staying at home, monitoring symptoms, etc.].

I appreciate your understanding and support during this time. Please feel free to contact me at [your phone number/email] if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]