**The following is a template that organizers or business owners can use to alert their guests or visitors when there is reason to believe that they could have been exposed to monkeypox at their site.**

**Organizers or business owners should consult with their local health department if:**

* **They are unsure if their guests or visitors should be notified**
* **The event is a large one where many people may have been exposed.**

Post Event Organizer’s Letter to send to guests/visitors in the event of monkeypox cases

Dear [insert event/venue name] attendee/visitor/guest,

We were so pleased you could join us for [event/venue] on [date]. We care about you and your health and want to let you know that the health department of [insert location] has confirmed [X] cases of monkeypox linked to visitors to [insert event/venue name].

We encourage those of you who participated at the event mentioned above to talk to a health provider about getting vaccinated for monkeypox if you have not already been vaccinated and be on the lookout for symptoms of monkeypox until [insert month/day that is 21 days after the last day of the event]. If you are interested in getting vaccinated or not familiar with the symptoms, please visit [local health department link]. We have also included some information below.

Monkeypox symptoms

People with monkeypox may first develop a flu-like illness with fever, headache, muscle aches, exhaustion, and enlarged lymph nodes. A characteristic rash, which can appear like blisters or pimples, occurs a few days later. Some people get a rash first, followed by other symptoms. Others only experience a rash. Some people may experience all or only a few symptoms. The rash sometimes is located on or near the genitals or anus, but may be in other areas like the hands, feet, chest, neck or face. The sores can look like pimples or blisters and may be painful or itchy.

If you have a new or unexplained rash or other symptoms, please seek medical care right away and take these other precautions:

* Avoid close contact, including having sex or being intimate with anyone, until you have been checked out by a healthcare provider.
* When you see a healthcare provider, wear a well-fitting mask, and remind them that this virus is circulating in the area. If you have a rash, cover it.
* If you don’t have a provider or health insurance, visit a public health clinic near you. You can find a list of state health departments at [CDC - State and Territorial Health Departments - STLT Gateway](https://www.cdc.gov/publichealthgateway/healthdirectories/healthdepartments.html)

Monkeypox transmission

Monkeypox spreads through direct contact with body fluids or sores on the body of someone who has monkeypox, or with direct contact with materials that have touched body fluids or sores, such as clothing or linens. It may also spread through respiratory secretions when people have close, face-to-face contact. A person with monkeypox can spread it to others from the time symptoms start until the rash has fully healed and a fresh layer of skin has formed. The illness typically lasts 2-4 weeks so it’s important to seek care if you experience any of the symptoms listed above.

Monkeypox prevention

CDC recommends vaccination for people who have been exposed to monkeypox and people who may be more likely to get monkeypox. Your health care provider or local health department can provide you with more information.

For more information about monkeypox, please visit [www.cdc.gov/poxvirus/monkeypox/index.html](https://www.cdc.gov/poxvirus/monkeypox/index.html).

Thank you again for attending [insert event/venue name].

Yours in health,

[event organizer name]