

(Insert Daycare logo)

(Insert Daycare name, address,
telephone and fax numbers)

(Insert Today's date)

(Insert Recipient name and address)

Dear Parent or Guardian,

A bed bug was recently found in the daycare. **Bed bugs are not known to spread disease but they are considered a nuisance pest.** This letter is being sent only to inform you of the sighting and provide information on bed bug control.

The source of bed bugs often cannot be determined, as bed bugs can be found in many places within the community. It is uncommon for bed bugs to infest a daycare. The daycare will conduct an inspection to determine this and will follow an integrated pest management plan for the treatment of this pest.

The daycare will continue to work to identify bed bugs, provide inspections of the facility and have licensed pest control technicians assist with pest management as necessary.

If you have any questions regarding bed bugs in the daycare, please do not hesitate to contact me.

For further information regarding bed bugs, visit <http://www.vch.ca/your-environment/pest-management/bed-bugs/> or contact Vancouver Coastal Health, Environmental Health Department (*insert details specific to your region*).

Sincerely,

(Insert Facility director/Licensee name)
Facility director