


Your COVID-19 vaccination appointment. 

Name Appointment number: [appointment number]

Address 1 [address line 1]

Address 2 [address line 2]

Address 3 [address line 3]

Postcode [post code]

Dear [patient name]

You are now being offered the vaccine that will protect you from COVID-19. Your appointment details for your first dose of the vaccine are shown below.

The vaccine is the best way to protect yourself from COVID-19. If you do get COVID-19, the vaccine reduces your chances of developing serious or life-threatening symptoms.

Getting your COVID-19 vaccine is an important reason for leaving your home.

Please read the enclosed leaflet before your appointment.

Your COVID-19 vaccine appointment details:

[Date] [Time]

[Venue]

From 3 February, you will be able to access your appointment details online. If you are unable to attend, or cannot get to this venue, the quickest and easiest way to access alternative dates, times and locations is by visiting www.nhsinform.scot/covid19vaccineappointments

If your listed NHS health board has online booking available, please access the link provided.


You will need to complete registration by providing your unique username (found below), postcode, date of birth and email address/mobile number.

Your unique username: [username]

However, if you are unable to access this online, you can rearrange your appointment or opt out by phoning **0800 030 8013** (available 8am–8pm, 7 days a week).

You should also rearrange your appointment if you are showing symptoms of COVID-19, have recently tested positive or been told to self-isolate. If you are shielding or housebound please call **0800 030 8013** for information on how to rearrange your appointment.

Remember to plan ahead and allow time for travel to venues, including parking options. Help with planning your public transport journey is available at www.travelinescotland.com or call **0141 465 1878** (open 24 hours).

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Appointment number to quote if you are using the helpline and need to identify yourself

Your appointment date, time and place for vaccination

Details of how to change your appointment or if you wish to opt out of vaccination


On the day of your appointment

- Please arrive as close to your appointment time as possible and bring this letter.
- Please wear a face covering while travelling to and from and during your appointment, and remember to wash your hands regularly.

You will receive another appointment to get your second dose.

Helping to fight COVID-19 starts with all of us. So please, get your COVID-19 vaccine.

Yours faithfully
[Insert local information]

 Scan me for other formats and languages

www.nhsinform.scot/covid19vaccineleaflets

Your information

The protection and security of your data is very important to us. For further information about how the NHS handles your personal data visit www.nhsinform.scot/covid19vaccinedata or call **0800 030 8013** (available 8am–8pm, 7 days a week).

How to prepare for your appointment

Link and QR code to information leaflets in alternative formats and languages



Translations



Easy read



BSL



Audio



Large print



Braille

For more information, including other formats and translation support:



www.nhsinform.scot/covid19vaccine



0800 030 8013



p hs.otherformats@p hs.scot



Scan me