

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

[Parent's Name]
[Parent's Address]
[City, State, Zip Code]

Dear [Parent's Name],

I hope this letter finds you well. I am writing to seek your approval for my upcoming travel plans to [Destination] from [Start Date] to [End Date].

The purpose of this trip is [briefly explain the reason for travel, e.g., educational, vacation, trip with friends, etc.]. I believe this experience would be valuable because [mention any specific benefits, such as learning opportunities, bonding with friends/family, etc.].

I assure you that I have taken all necessary precautions and made detailed plans for my trip, including [mention travel arrangements, accommodation details, itinerary, who you are traveling with, etc.]. I will keep you updated throughout my travels and will be reachable at all times.

I appreciate your consideration and hope to receive your approval soon. If you have any questions or concerns, please feel free to discuss them with me.

Thank you for your support.

Sincerely,
[Your Name]