

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

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

Dear [Recipient's Name],

I, [Your Full Name], am the [relationship to child, e.g., father, mother, guardian] of [Child's Full Name], who was born on [Child's Date of Birth].

I hereby give my consent for [Child's Full Name] to travel with [Travel Companion's Name] to [Destination] from [Start Date] to [End Date]. The purpose of this trip is [briefly state reason, e.g., vacation, family visit, etc.].

I ensure that all arrangements for [his/her/their] travel have been made, including accommodations and transportation. I can be reached at [Your Phone Number] or [Your Email Address] during this time for any emergencies or inquiries.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]