

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

[Date]
[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I, [Your Full Name], the parent/legal guardian of [Child's Full Name], born on [Child's Date of Birth], hereby give my consent for my child to travel to [Destination] for the period of [Start Date] to [End Date].

During this trip, [Child's Name] will be accompanied by [Name of Accompanying Adult] who can be reached at [Phone Number].

I understand that [Child's Name] will be participating in [brief description of the trip, i.e., family vacation, school trip, etc.].

Should you require any further information or documentation, please feel free to contact me.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]