

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

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

Subject: Temporary Guardianship Authorization

Dear [Recipient's Name],

I, [Your Name], the undersigned, am the legal guardian of [Child's Full Name], born on [Child's Date of Birth]. Due to [reason for temporary guardianship, e.g., travel, medical reasons], I am temporarily unable to care for my child from [start date] to [end date].

I hereby appoint [Guardian's Full Name], residing at [Guardian's Address], as the temporary guardian of my child during this period. This temporary guardianship grants [Guardian's Name] the authority to make decisions regarding the care, welfare, education, and medical treatment of [Child's Name].

I acknowledge that this guardianship is effective from [start date] until [end date] or until it is revoked in writing by me.

Enclosed are copies of my identification and [Child's Name]'s birth certificate for verification purposes.

Thank you for your understanding and support.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Relationship to Child]

Enclosures:

1. Copy of Identification
2. Copy of Birth Certificate