

****Temporary Guardianship Letter Template****

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Guardian's Name]

[Guardian's Address]

[City, State, ZIP Code]

Subject: Temporary Guardianship Letter

Dear [Guardian's Name],

I, [Your Name], am the legal guardian/parent of [Child's Full Name], born on [Child's Date of Birth]. Due to [brief explanation of the reason for guardianship, e.g., travel, medical reasons], I am unable to care for my child during the period of [start date to end date].

I hereby grant you, [Guardian's Name], temporary guardianship over my child for the duration of this period. This guardianship grants you the authority to make decisions in my absence, including but not limited to medical, educational, and personal decisions.

Please find attached necessary documents including a copy of my identification, the child's birth certificate, and [any other relevant documents].

This letter serves to affirm your role as the temporary guardian. I appreciate your willingness to take on this responsibility.

If there are any questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

****Notarization (if required):****

State of [State]

County of [County]

Subscribed and sworn to before me this [Date]

[Notary Public Name]

[Notary Public Signature]

My commission expires: [Expiration Date]