

[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 for Minor Children

Dear [Guardian's Name],

I, [Your Name], am the legal guardian of my minor children, [Child's Full Name] (born [Child's Birth Date]) and [Child's Full Name] (born [Child's Birth Date]). Due to [reason for temporary guardianship], I am unable to care for them from [start date] to [end date].

I hereby appoint you, [Guardian's Name], as the temporary guardian of my children during this period. You will have the authority to make decisions concerning their health, education, and general welfare while I am unavailable.

Please ensure that my children's needs are met to the best of your ability. I will remain available via telephone and email should you need to contact me.

This guardianship will remain in effect until [end date] or until I revoke it in writing.

Thank you for your willingness to take on this responsibility.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Relationship to the Children]