

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

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

Subject: Parental Consent for Travel

Dear [Recipient Name],

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

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

I understand the risks involved and release any liability to the accompanying adult and any related organizations.

Please find attached a copy of my government-issued ID and [Child's Name]'s birth certificate for your records.

Thank you for your attention to this matter.

Sincerely,

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