

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

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

Dear [Recipient's Name],

I am writing to give my consent for my child, [Child's Full Name], to travel to [Destination Country] from [Departure Date] to [Return Date]. During this trip, [he/she/they] will be accompanied by [Accompanying Adult's Name], who is [Their Relationship to the Child].

Please find enclosed copies of [Child's Full Name]'s passport and my identification for verification purposes. I ensure that [he/she/they] is aware of all travel guidelines and will follow them diligently.

Should you require any further information or have any questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Relationship to Child]