

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

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

Subject: Travel Consent Letter for [Minor's Full Name]

Dear [Recipient's Name],

I, [Your Name], am the [relationship to minor, e.g., parent/guardian] of [Minor's Full Name], born on [Minor's Date of Birth]. This letter serves as my formal consent for my child to travel with [Name of Accompanying Adult/Organization] to [Destination] from [Start Date] to [End Date]. During this trip, [Minor's Full Name] will be participating in [describe purpose of trip, e.g., a family vacation, school trip, etc.]. The contact number for [Accompanying Adult/Organization] is [contact number].

I can be reached at [Your Phone Number] or [Your Email Address] should you require any further information.

Sincerely,

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