

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

To Whom It May Concern,

I, [Your Full Name], am the [relationship to child, e.g., mother/father/legal guardian] of [Child's Full Name], born on [Child's Date of Birth]. I hereby grant permission for my child to travel with [Travel Companion's Full Name], who is [relationship to child, e.g., family friend, relative, etc.].

Travel Details:

Departure Date: [Departure Date]

Return Date: [Return Date]

Destination: [Destination]

Should you have any questions or require further verification, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Relationship to the Child]