Child Custody Visit Arrangement

Date: [Insert Date]
To: [Recipient's Name]
[Recipient's Address]
Dear [Recipient's Name],
I hope this letter finds you well. I am writing to confirm the arrangements for the upcoming visitation with [Child's Name]. As per our discussion, the visitation schedule is as follows:
 Date: [Insert Date] Time: [Insert Start Time] to [Insert End Time] Location: [Insert Location]
Please make sure to arrive on time, as it is important for [Child's Name] to maintain a consistent schedule. If any changes to this arrangement occur, please notify me as soon as possible.
Thank you for your cooperation. I look forward to seeing you and [Child's Name] at the scheduled time.
Sincerely,
[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]