

Parent Authorization Letter

Date: _____

To Whom It May Concern,

I, **[Parent/Guardian Name]**, hereby give my permission for my child, **[Child's Name]**, to attend the library excursion scheduled for **[Date of Excursion]**.

The details of the excursion are as follows:

- **Destination:** [Library Name]
- **Departure Time:** [Time]
- **Return Time:** [Time]
- **Mode of Transportation:** [Bus/Walking/Other]

In case of an emergency, I can be reached at **[Emergency Contact Number]**.

Thank you for providing this educational opportunity for the students.

Sincerely,

[Parent/Guardian Signature]

[Parent/Guardian Name]

[Address]

[Email]

[Phone Number]