

Cost Breakdown for Private School International Trip

Date: [Insert Date]

To: [Parents/Guardians]

From: [School Name]

Dear Parents/Guardians,

We are excited to provide you with the cost breakdown for the upcoming international trip organized by [School Name]. Below are the estimated costs per student:

Cost Breakdown

- Flight: \$[Amount]
- Accommodation: \$[Amount]
- Meals: \$[Amount]
- Transportation: \$[Amount]
- Activity Fees: \$[Amount]
- Insurance: \$[Amount]

Total Cost: \$[Total Amount]

Payment is due by [Insert Due Date]. Please make checks payable to [School Name] or use our online payment portal.

For any questions or concerns, feel free to contact us at [Contact Information].

Thank you for your support!

Sincerely,
[Your Name]
[Your Position]
[School Name]