

Field Trip Permission Request

Dear Guardians,

We are excited to inform you that our class will be going on a field trip to **[Destination]** on **[Date]**. This trip will provide a valuable learning experience related to our current studies in **[Subject/Topic]**.

We will depart from school at **[Departure Time]** and return by **[Return Time]**. The cost for the trip is **[Amount]**, which covers transportation and admission fees.

Please complete the permission slip below and return it to us by **[Deadline]**.

Field Trip Permission Slip

I, the undersigned, give my permission for my child, **[Child's Name]**, to attend the field trip to **[Destination]** on **[Date]**.

Emergency Contact Number: **[Contact Number]**

Guardian's Name: **[Guardian's Name]**

Signature: _____

Date: _____

Thank you for your cooperation!

Sincerely,

[Your Name]
[Your Position]
[School Name]