

Travel Plans Confirmation for Unaccompanied Minor

Date: [Insert Date]

Dear [Parent/Guardian's Name],

We are pleased to confirm the travel arrangements for your unaccompanied minor, [Child's Name], who will be traveling on [Flight Number] from [Departure City] to [Arrival City] on [Travel Date].

Flight Details:

- Departure Time: [Departure Time]
- Arrival Time: [Arrival Time]
- Airline: [Airline Name]
- Gate: [Gate Number]

Contact Information:

- Emergency Contact: [Emergency Contact Name]
- Phone Number: [Emergency Contact Phone Number]

Please ensure that [Child's Name] arrives at the airport at least [Recommended Arrival Time] before the flight.

If you have any questions or need further assistance, feel free to contact us at [Contact Information].

Thank you, and have a safe journey!

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]