

Authorization Request for Field Trip Participation

Date: _____

To: [Teacher's/Coordinator's Name]

[School's Name]

[School's Address]

Dear [Teacher's/Coordinator's Name],

I, [Parent/Guardian's Name], parent/guardian of [Student's Name], a student in [Grade/Class Name], am writing to authorize my child's participation in the upcoming field trip to [Destination] on [Date].

I understand that the trip will involve [brief description of activities], and I approve of my child's involvement in these activities.

Please find my contact information below should you need to reach me:

Email: [Your Email]

Phone: [Your Phone Number]

Thank you for organizing this enriching experience for the students. I look forward to hearing more details about the trip.

Sincerely,

[Parent/Guardian's Name]

[Signature (if sending a hard copy)]