

# Field Trip Attendance Permission Request

Date: [Insert Date]

To: [Teacher's Name]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Teacher's Name],

I am writing to request permission for my child, [Child's Name], to attend the upcoming field trip to [Destination] on [Date of Trip]. This educational experience is important for [his/her] learning, as it will provide [mention relevance to curriculum or learning objectives].

Please let me know if any additional information is needed to process this request. I appreciate your consideration and look forward to your positive response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Relationship to Child]