

Birthday Celebration Permission Letter

Date: [Insert Date]

To,

The Principal,
[School Name],
[School Address]

Dear [Principal's Name],

We are writing to seek your permission to celebrate my child, [Child's Name]'s birthday on [Date of Celebration] at school. We plan to organize a small gathering which will include treats and activities for the students in [Class/Grade].

The celebration will take place during [Specify Time, e.g., recess/lunch break]. We assure you that it will be conducted in a safe and organized manner, adhering to the school's guidelines.

We appreciate your consideration of this request and look forward to your positive response.

Thank you.

Sincerely,
[Your Name]
[Your Contact Information]