

## Sample Letter for Guardians or One Parent Traveling with a Child

**IMPORTANT! PLEASE NOTE:** There is no definitive format or standardization of required information for a letter authorizing one parent or guardian(s) to leave the United States or enter into a foreign country with a child. The letter below is intended to be a guideline of the type of information a country might require and is offered as a starting point for the parent or parents not traveling with the child. Some adults have told us that it is also useful to have this letter if traveling domestically. It is the responsibility of the parent(s) of the child to contact the consulate of the country to where your child is traveling to ensure this letter is in compliance with that country's requirements. Do not send this letter to Tauck Bridges; rather, the accompanying child's parent or guardian(s) should carry this document with them. Tauck Bridges is not responsible for the disruption of travel caused by improper documentation for any travelers, including children traveling without both parents.

*We / I authorize [name of the child, as stated on passport] to travel with [name of parent or guardian(s) traveling with child, as stated on passport] during the dates of [state dates], to [state countries of travel]. They will be departing on [state date of departure, airline and flight number] and returning on [state date of return, airline and flight number].*

*During this time, if there is a medical emergency, we / I also authorize medical treatment for [name of the child, as stated on passport].*

*Should there be any questions, please contact [name of the parent(s) not accompanying the child] at [address and phone number(s)].*

*[Signature of the parent(s) not accompanying the child]  
[Printed name of the parent(s) not accompanying the child]*

**Note: This letter often requires notarization.**