

To Whom It May Concern: This letter is in relation to my child, _____ [name of child], who is a citizen of the United States of America and a minor born on _____ [specify child's DOB]. My child holds a U.S. passport with the number _____.

I do solemnly swear that I have legal custody of my child and that no pending divorce or child custody proceedings involving my child exist. I do hereby grant full authorization and consent for my child to travel outside of the United States with _____ [specify name of adult with whom child will travel], who is the _____ [specify adult's relationship with child] of my child. The purpose of the travel is [specify vacation, touring, to visit relatives, to accompany adult on business trip or other reason]. I have approved the following travel plans:

Dates of travel: _____ Destinations/Accommodations: _____

I authorize _____ [name of adult with whom child will travel] to make any changes whatsoever to the travel plans specified above.

Under penalty of perjury under the laws of the Commonwealth of Virginia, I attest to the truthfulness, accuracy, and validity of the forgoing paragraphs.

Parent/Guardian 1's Signature (please print a hard copy and sign) _____
Date

Parent/Guardian 2's Signature (please print a hard copy and sign) _____
Date

PARENT/GUARDIAN 1 INFO

| | | | |
|-----------------|---------------|--------|------|
| First Name | "Goes by" | Middle | Last |
| _____ | | | |
| Address | City | State | Zip |
| _____ | | | |
| Telephone | Email Address | | |
| H _____ C _____ | | | |

PARENT/GUARDIAN 2 INFO

| | | | |
|-----------------|---------------|--------|------|
| First Name | "Goes by" | Middle | Last |
| _____ | | | |
| Address | City | State | Zip |
| _____ | | | |
| Telephone | Email Address | | |
| H _____ C _____ | | | |