**Permission Letter for Educational Tour**

Date

Father/Mother name

Address

Contact information

**Sub:Field Trip Permission Letter**

Dear Father/mother,

How are you? I hope you are doing well. How is everything back at home? I am writing this letter to ask you for permission for a field trip my school is organizing. It has been scheduled for **(Date: DDD/MM/YY). (Describe in your own words)**. Our teachers and coaches will be accompanying us, along with the principal. All of my friends are going, and I wish to go too.

We will be going to **(Area and place name)** near the **(City name)**. The water slides and swimming pools at the park are completely safe so you do not have to worry about anyone getting hurt. The park has its own lifeguards in case of emergencies so we will be in good hands. **(Explain the actual cause and situation).**

We will be able to do horse riding, go-carting and we will also have lunch by the end of the trip. I hope you will let me go. I will be anxiously waiting for your reply. Take care!

Best Regards,

Your name

Address

Contact Information