|  |  |
| --- | --- |
| **Authority Letter** | [Email] |
| Child's Solo Travel | [Address] |
|  | [Phone] |

TO [Receiver Name] [Receiver Title]

**Subject**: Authorization for Child's Solo Travel for Sports Tournament

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inform you that I, [Your Full Name], am the legal parent/guardian of [Child's Full Name] who is [Child's Age] years old, and I hereby grant permission for my child to travel alone to participate in the [Sports Tournament Name] scheduled to take place from [Tournament Dates] in [Tournament Location]. This authorization is granted for the sole purpose of enabling my child to represent [Team or Organization Name] in the said sports event.

I have complete confidence in my child's ability to handle this travel arrangement responsibly and adhere to any guidelines and instructions provided by the event organizers, coaches, and chaperones. To ensure my child's safety and well-being during the trip, I understand that [Provide Details of Accompanying Individual(s), Organization, or Group], will be responsible for supervising and taking care of the participants throughout the tournament.

**Please find below the contact information of the individual(s) who will be accompanying my child:**

[Name of Accompanying Individual]

[Title/Position]

[Contact Information]

[Additional Details]

I have provided my child with all necessary travel documents, including a copy of their identification, medical insurance details, emergency contacts, and a signed medical release form. I have also ensured that they are familiar with their itinerary, travel arrangements, and any important contact numbers.

I kindly request that you keep me informed of any changes or updates regarding the tournament and my child's participation. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further communication.

I am confident that this experience will contribute positively to my child's personal growth and development, both athletically and socially. I appreciate your attention to this matter and thank you for providing this opportunity for my child to participate in the [Sports Tournament Name].

Sincerely,

[Your Full Name]

[Your Signature (if sending a physical letter)]

[Your Printed Name]

**Enclosures:**

1. Copy of Child's Identification

2. Medical Release Form