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

TO [Receiver Name] [Receiver Title]

**Subject:** Authorization Letter for Child's Solo Travel

Dear Ms. Williams,

I hope this letter finds you well. I am writing to formally grant my permission for my child, Samantha Anderson, to travel alone to visit their non-custodial parent, Emily Johnson, in Seattle, Washington. The purpose of this trip is to allow Samantha Anderson to spend quality time with Emily Johnson during the upcoming summer break, from August 15th to August 30th, 20XX.

I understand the importance of fostering a strong relationship between Samantha Anderson and Emily Johnson, and I am confident in their ability to make this journey safely and responsibly. Samantha Anderson is familiar with the travel procedures and has traveled on similar occasions in the past.

To ensure Samantha Anderson's well-being and comfort during the trip, Jessica Miller, a trusted and responsible family friend, will be accompanying Samantha Anderson on this journey. Jessica Miller will ensure that all necessary arrangements are made and will be present to assist Samantha Anderson throughout the travel process, including departure, arrival, and any potential layovers.

**Please find below the details of Jessica Miller:**

* Full Name: Jessica Miller
* Relationship to Child: Family Friend
* Contact Information: Phone: (555) 789-1234, Email: jessica@email.com
* Identification: Driver's License, ID Number: 987654321
* Address: 789 Elm Street, Springfield, IL, 12345

I kindly request your cooperation and assistance in facilitating Samantha Anderson's travel arrangements and ensuring a smooth journey. I have also attached copies of Samantha Anderson's travel itinerary and identification documents for your reference.

I trust that Samantha Anderson's safety and well-being will be a top priority, and I appreciate your attention to this matter. If you require any additional information or documentation, please do not hesitate to contact me at (555) 123-4567 or john.anderson@email.com.

Thank you for your understanding and support in granting permission for Samantha Anderson's solo travel. Your cooperation is greatly appreciated.

Sincerely,

John Anderson