

Swim Ontario Recommended Consent Letter for Children Travelling Abroad

The following sample consent letter, is provided by Foreign Affairs, Trade and Development Canada. Permission to modify has been granted to meet Swim Ontario needs. The below letter is not a guarantee that the individual will be admitted to the country of application.

To whom it may concern,

I / We, _____
full name(s) of parent(s) / person(s) / organization giving consent

Address: _____
street address, city

_____ province/state, country

Telephone and email: _____
telephone _____ email

am / are the parent(s), legal guardian(s) or other authorized person(s) or organization with custody rights, access rights or parental authority over the following child:

Information about travelling child

Name: _____
child's full name

Date and place of birth: _____
dd/mm/yyyy _____
city, province/territory

Number and date of issue of passport (if available): _____
number _____
dd/mm/yyyy

Issuing authority of passport (if available): _____
country where passport was issued

Birth certificate registration number _____
number

Issuing authority of birth certificate _____
province / territory where birth certificate was issued

Information about accompanying person (leave blank if child is travelling alone)

This child has my / our consent to travel alone **or**
 This child has my / our consent to travel with _____

Name: _____
full name of accompanying person

Relationship to child: _____
mother, father, grandparent, sister, brother, relative, friend, other

Number and date of issue of passport: _____
number _____
dd/mm/yyyy

Issuing authority of passport: _____
country where passport was issued

Contact information during trip

I / We give our consent for this child to travel to:

Destination(s): _____
name of destination country / countries

Travel dates: _____
date of departure to date of return

to stay with / at (if applicable) _____
name of person with whom child will be staying / hotel or other accommodation

at the following address(es) _____
street address(es), city (cities)

_____ province(s)/state(s), country (countries)

Telephone and email _____

This letter may be signed before a witness who has attained the age of majority (18 or 19, depending on the province or territory of residence). The signing of a consent letter may be witnessed by anyone who has attained the age of majority (18 or 19, depending on the province or territory of residence) **OR** certified by an official who has the authority to administer an oath or solemn declaration (recommended). We recommend that you have the letter certified by an [official who has the authority to administer an oath or solemn declaration](#) (e.g. a [commissioner of oaths](#), [notary public](#) or lawyer), so that border officials will be less likely to question its authenticity.

Signature(s) of person(s) giving consent	Signature of witness	or Signature of official
_____	_____	Signed before me on this _____
_____	_____	day of _____,
<small>signature(s) of person(s) giving consent</small>	<small>signature of witness</small>	<small>month</small> _____, <small>year</small> _____
_____	_____	by _____
<small>dd/mm/yyyy</small>	<small>dd/mm/yyyy</small> _____	<small>name(s) of person(s) giving consent</small>
	<small>city, province/territory</small>	_____
		<small>signature of official</small>

		<small>name / title of official</small>