

Date \_\_\_\_\_

Dear Parent/Guardian

**School Name and Trip**

A trip has been arranged for \_\_\_\_\_ students for \_\_\_\_\_.

The cost of the trip is \_\_\_\_\_ based on at least \_\_\_\_\_ paying persons.

The price includes:

Extra money will be needed for public transport, spending money, and lunch and evening meals.

A deposit of £100 should be paid before \_\_\_\_\_ to secure a place. Please complete the reply slip below giving permission for your son/daughter to reserve a place on the trip.

\_\_\_\_\_ (Principal)

\_\_\_\_\_ (Trip Leader)

\_\_\_\_\_

\_\_\_\_\_

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Pupil Name: \_\_\_\_\_

Deposit £100 paid  please tick

I give permission for \_\_\_\_\_ to reserve a place on the \_\_\_\_\_  
trip on date \_\_\_\_\_.

Signed \_\_\_\_\_ Date: \_\_\_\_\_