Date:

Dear father,

I hope you and mom are doing well at home. I am sorry, that I have been irregular in writing about my wellbeing since last month. I had my final exams going on, and I was busy with their preparations.

Now that the exams are finished, our boarding school has arranged a two-day excursion to the ABC area on 10th September 20XX. However, the principal is asking for written consent from the parents if a child wants to go. All the arrangements will be made, and managed, by the school, and we will be accompanied by three teachers.

I really need a relaxing time, as I was extremely stressed due to my exams. I wanted to ask you to allow me to go on this trip. All my friends are going, and I hope you will give me permission to go as well. I am sending the consent form along with this letter. Kindly, sign it, and send it back by 5th September 20XX so that I can submit it to the principal on time. Also, I need to submit $50 for the trip, so please send that money as well with the form.

Thank you. Pay my regards to mom as well.

Love,

Your son.