Provisional authorization template

Subject: Provisional Pickup Authorization

Dear [Principal/Teacher],

I am currently unavailable and provisionally authorize [Authorized Person's Name] to pick up my child, [Child's Name], from [School Name] until [Date]. Please accept this letter as confirmation of authorization.

Thank you for your cooperation.

Sincerely,

[Your Name]

Get more templates here:

https://www.lettersandtemplates.com/letters/sample-authorization-letter-to-pick-up-child-from-school