Sample Letter of Verification

School Letterhead

Dear 2015 Laurentian Black Flies Track & Field Meet Event Organizers:

All required official parental informed consent forms (including knowledge of any pre-existing medical conditions that may adversely affect students participating in an event involving running and physical exertion) have been signed and received from parents of the students participating in the 2015 Laurentian University Black Flies Track and Field Meet.

Our school agrees to abide by the bus protocol outlined in the technical package provided for the event.

Lastly, we have notified all parents and guardians that there is NO personal vehicle parking allowed on campus during the event. Parents/guardians have been made aware of the free shuttle running between Bell Park and the University.

Sincerely,

School Teacher and/or Principal’s Signature