### horizontal line**Parental Relocation Letter**

**[Your Name]**[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

**[Recipient’s Name]**[Recipient’s Position or Title]  
[Address]  
[City, State, ZIP Code]

**Subject:** Notification of Parental Relocation

**Dear [Recipient’s Name],**

I am writing to formally inform you of my planned relocation with my child(ren) to [new location] on [specific date]. This decision has been made in the best interest of my family due to [reason, e.g., a new job opportunity, better educational facilities, or other relevant reasons].

**Details of the Relocation:**

* New Address: [New Address, City, State, ZIP Code]
* Relocation Date: [Specific Date]
* Impact on custody arrangements, if applicable: [Brief explanation, e.g., proposed modifications or continuity of agreements.]

I am open to discussing this matter further and addressing any concerns or adjustments that may arise from this relocation. Please let me know a convenient time to meet.

**Sincerely,**[Your Full Name]