



# Early Release Pick Up

Today's Date: \_\_\_\_\_

Dear: \_\_\_\_\_,  
(Teacher's Name)

This is to notify you that

\_\_\_\_\_  
(Student's First and Last Name)

Will be picked up:

- Date: \_\_\_\_\_
- Time: \_\_\_\_\_
- Picked up  
by: \_\_\_\_\_

For:

- Doctor/Dentist
- Personal
- Vacation
- Other

\_\_\_\_\_  
(Parent/Guardian Signature)

Contact Phone  
Number: \_\_\_\_\_



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