

SAMPLE SCHOOL REGISTRATION CONFIRMATION LETTER

(Insert Date)

(Insert School Name)
(Insert School Address)

(Insert address line to attention of appropriate school representative)

This letter confirms that (insert player name) is enrolled at (insert school name) and Mr. Phillip McKee, Executive Director of the Ontario Hockey Federation, has permission from (insert parents names) to call (insert school representative name and title) to confirm this information throughout the (insert 20XX-20XX) school year.

(Insert signature of parents)

cc: Phillip McKee – OHF Executive Director