

[Date]

[Parent Name]

[Address]

[City, State, Zip Code]

Dear [Parent Name],

Thank you for choosing [Company/School Name] to help guide [Teen's Name] during this important milestone. We understand that teaching a teenager to drive is a significant step, and we are honored that you have trusted us with their safety and education.

Our goal is to provide [Teen's Name] with the skills, confidence, and responsibility needed to be a safe driver for life. We have enjoyed working with them and are proud of the progress they have made so far.

If you have any questions regarding the training or if there is anything else we can assist you with, please do not hesitate to reach out.

Thank you again for your trust and support.

Sincerely,

[Your Name]

[Your Title]

[Company Name]