

[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Other Parent's Name]
[Other Parent's Address]
[City, State, Zip Code]

RE: Notice of Intent to Relocate and Proposal for Custody Modification

Dear [Other Parent's Name],

I am writing to formally notify you of my intent to relocate to [New City/State] on [Planned Date of Move]. This decision has been made in good faith for the following reasons: [e.g., a new job opportunity, to be closer to extended family, or educational purposes].

I am committed to ensuring that [Child's Name] continues to maintain a strong and healthy relationship with you. Therefore, I am proposing the following modifications to our current custody and visitation schedule to accommodate the distance:

- **Residential Schedule:** [Outline proposed changes, e.g., child lives with you during the school year and with the other parent during specific holidays].
- **Holiday/Vacation Schedule:** [Detail how major holidays and summer breaks will be split].
- **Transportation:** [Propose how travel arrangements and costs will be handled].
- **Communication:** [Propose a schedule for phone calls, video chats, and electronic messaging].

I believe this proposal serves the best interests of [Child's Name] by providing stability while preserving your parental bond. I am open to discussing these terms with you or attending mediation to reach a mutually agreeable solution.

Please let me know your thoughts on this proposal by [Date]. I look forward to resolving this matter cooperatively.

Sincerely,

[Your Signature]

[Your Printed Name]