STUDENT NAME

February 10, 2026

Application for Travel documents to US

Dear Sir/Madam,

I am writing to you as the Executive Director of the Ontario DECA Board of Directors. **STUDENT NAME** has requested a letter detailing their involvement and participation with an upcoming International DECA competition being held in Atlanta, Georgia - April 24 to 30, 2026.

I Accommodation booked and contracted by DECA INC in Reston Virginia:

Hotel	Date
Marriott Marquis, 265 Peachtree Center Ave NE, Atlanta, GA 30303	April 24 – 30, 2026

II Ontario DECA has already booked travel for all students and advisors with Travel with Flaire #50021282 TICO Indira Roy

III Health insurance is included for all participants. Group Registration Number: **VAC0006788G**

STUDENT NAME is scheduled to participate and compete at the Internationals. He, along with other classmates and advisors will be travelling to Florida. As coordinator of the Ontario DECA delegation, I organize and manage all registrations, housing, travel and food requirements for the estimated 960 member delegation. Registrations and payments are due February 28.

If at any point, you need to contact me, please email **ADVISOR EMAIL ADDRESS** or call **ADVISOR PHONE**. For further information on Ontario DECA please visit www.deca.ca.

Sincerely,

ADVISOR NAME AND SIGNATURE
Educator