

MODEL CREDENTIAL LETTER

Please send your credential letter on headed paper as an attachment to credentials@ico.org by 12 September 2022

The original should be submitted as soon as possible thereafter

[Date]

Ms Vanússia Nogueira
Executive Director
International Coffee Organization
222 Gray's Inn Road
London WC1X 8HB

134th Session of the International Coffee Council (Bogotá, 3 to 7 October 2022)

Dear Ms Nogueira,

I am pleased to inform you that [country] will be represented by the following delegates at the 134th Session of the International Coffee Council taking place in Bogotá from 3 to 7 October 2022:

[Name] Representative (one person only please) (speaking delegate)

[Title]

[Organization]

[Name] Alternate (speaking delegate)

[Title]

[Organization]

[Name] Adviser(s) (silent observers)

[Title]

[Organization]

Yours sincerely,

[Signature]*

[Name]

[Title]

** To be signed by a representative of the competent authorities of the Member country (i.e. the relevant Ministry or government agency of the Member country or by a representative of the Diplomatic Mission of the Member concerned either in the country where the seat of the Organization is located or where a session takes place).*