

**Template for the letter of representation for the Fifth United Nations Conference on Least Developed Countries (LDC5)**

Organization Logo

Organization Address

Organization website

**Subject:** Letter of Representation for the Fifth United Nations Conference on the Least Developed Countries (LDC5)

On behalf of the [organization's name], I hereby nominate the following person(s) to represent [organization's name] at the Fifth United Nations Conference on the Least Developed Countries (LDC5), which will be held on 5-9 March 2023 in Doha, Qatar.

Person 1: Name, title, email address

Person 2: Name, title, email address

Person 3: Name, title, email address

Person 4: Name, title, email address

Sincerely,

Signature

Name of Head of the Organization

Title of the Head of the Organization