

Template for the letter of representation for the Fourth Session of the Preparatory
Committee for the 4th International Conference on Financing for Development

Organization Logo

Organization Address

Subject: Letter of Representation for the 4th International Conference on Financing for
Development

On behalf of the [organization's name], I hereby nominate the following person(s) to
represent [organization's name] at the Fourth Session of the Preparatory Committee for the
4th International Conference on Financing for Development, which will be held in April
2025 at the United Nations Headquarters in New York, USA.

Person 1: Name, title, email address

Person 2: Name, title, email address

Sincerely,

Signature

Name of Head of the Organization

Title of the Head of the Organization