

Template for the letter of representation

Organization Logo

Organization Address

Organization website

Date: DD/MM/YYYY

Subject: Letter of Representation for the Third United Nations Conference on Land-Locked Developing Countries (LLDC3)

On behalf of the [organization's name], I hereby nominate the following person(s) to represent [organization's name] at the Third United Nations Conference on Land-Locked Developing Countries (LLDC3), which will be held on **5 to 8 August 2025** in Awaza, Turkmenistan.

Representative 1: Name, title, email address

Representative 2: Name, title, email address

Representative 3: Name, title, email address

Representative 4: Name, title, email address

Representative 5: Name, title, email address

Sincerely,

Signature

Name of Head of the Organization

Title of the Head of the Organization