

MODEL CREDENTIAL LETTER

Please fill in your Credential Letter on headed paper and send it to credentials@ico.org by
23 February 2024

The original should be submitted as soon as possible thereafter

[Date]

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

137th Session of the International Coffee Council
Virtual Session
(19 March 2024)

Dear Ms Nogueira,

I am pleased to inform you that [country] will be represented by the following delegates at the 137th Session of the International Coffee Council taking place virtually on 19 March 2024:

[Name] Representative (one person only please) (speaking delegate)
[Title]
[Organization]
[Email address]

[Name] Alternate (speaking delegate)
[Title]
[Organization]
[Email address]

[Name] Adviser(s) (silent observers)
[Title]
[Organization]
[Email address]

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).*