

**Standard letter of credentials – United Nations Office at Vienna**

Head of State,  
or Head of Government,  
or Minister for Foreign Affairs

[Date]

Excellency,

I have the honour to inform Your Excellency that [the Government of \_\_\_\_\_] [we (name and title)], has [have] appointed and by these presents do confirm as Permanent Representative [Permanent Observer] of \_\_\_\_\_ to the United Nations Office at Vienna, His/Her Excellency \_\_\_\_\_ [name, title].

[The Permanent Representative (Permanent Observer) is accredited to all organs of the United Nations in Vienna and to all meetings held in Vienna under the auspices of the United Nations.]

In faith whereof we have signed these presents at \_\_\_\_\_ on \_\_\_\_\_.

Please accept, Excellency, the assurances of my highest consideration.

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(Signature)

His/Her Excellency

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Secretary-General  
of the United Nations  
New York