**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.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature)

His/Her Excellency

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary-General

of the United Nations

New York