

MODEL CREDENTIAL LETTER

Instructions: Please send your credential letter on headed paper as an attachment to credentials@ico.org by 25 August 2023. Please add "WCC" between parentheses after the names of the two delegates that you wish to receive a free pass to attend the 5th World Coffee Conference

[Date]

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

**136th Session of the International Coffee Council
(Bengaluru, 28 and 29 September 2023)**

Dear Ms Nogueira,

I am pleased to inform you that [country] will be represented by the following delegates at the 136th Session of the International Coffee Council taking place in Bengaluru on 28 and 29 September 2023:

[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).*