

## Model credentials letter<sup>1</sup>

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### Standard format letter

*Official letter-headed paper<sup>2</sup>*

### Credentials

I, the undersigned, (name and full title of the competent authority<sup>3</sup>), hereby attest that the Government of (name of country) has authorized the following delegation to represent (name of the country) at the sixty-eight meeting of the UNWTO Regional Commission for the Americas, to be held on 27 and 28 of June 2023 in Quito, Ecuador.

Head of Delegation: (name and full title)

Alternate Head of Delegation: *(name and full title)*

Members of Delegation: *(names and full titles)*

Done at *(name of city)*, on *(date)*

Name, full title and signature

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<sup>1</sup> Only formal letters or faxes bearing the signature of the competent authority are considered valid credentials. Further, credentials can be accepted only if written in any of the working languages of the UNWTO or if an appropriate translation is attached.

<sup>2</sup> Including official logo of the Government, Ministry or Embassy.

<sup>3</sup> Pursuant to resolution 591(XIX), only credentials from Heads of State or Prime Ministers, Ministers of Foreign Affairs or Ministers responsible for Tourism of the respective State or his/her equivalent, as well as Ambassadors of States accredited to Spain, will be regarded as valid credentials. Please also note that in accordance with resolution 649 (XXI), credentials or proxies in breach of the principle of secrecy of the vote will be considered as invalid.