

SAMPLE LETTER OF RETURN
(Permanent Representative)

[LETTERHEAD]

[Date]

His Excellency Mr. António Guterres
Secretary-General
United Nations
New York, NY 10017

Your Excellency,

The [*Permanent Mission/Observer Office*] of [*name of entity*] to the United Nations hereby presents its compliments to the Protocol and Liaison Service of the United Nations. I have the honor to inform you that I have returned to New York and I assumed my duties as Permanent Representative.

The [*Permanent Mission/Observer Office*] of [*name of entity*] to the United Nations avails itself of this opportunity to renew to the Secretariat of the United Nations the assurances of its highest consideration.

Sincerely yours,

[authorized signature]

Permanent Representative

To the
Protocol and Liaison Service
of the United Nations, Room S-0201
New York, NY 10017