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