

## **[Your Media Organisation's Letterhead]**

**[DATE]**

### **Letter of Assignment for COP29 Green Zone Media Accreditation**

To the COP29 Azerbaijan Operating Company,

I am writing on behalf of **[Your Organisation]** to request media accreditation for the upcoming Conference of the Parties (COP29) taking place from **[Start Date]** to **[End Date]** for the following representatives:

- 1. [Full Name], [Position]**
- 2. [Full Name], [Position]**
- 3. [Full Name], [Position]**

This letter confirms their authorisation to represent our organisation and provide comprehensive coverage of the conference.

Sincerely,

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**[Signature of Authorised Person and Company Stamp]**

**[Authorised Person Name]**  
**[Position]**  
**[Your Organisation]**  
**[Contact Information]**