

Model authorization (if picking up for Government Delegation):

To whom it may concern,

I, [Person duly authorized to request, e.g., Permanent Representative, Deputy Permanent Representative], duly authorize [Name of person collecting][†] to collect the following badges for the 107th Session (May-June 2018) International Labour Conference:

DELEGATION:	<i>[Name of Country]*</i>	
CONTACT INFO:	<i>[Cell phone number and email address]*</i>	
GROUP:	<i>[Government]*</i>	
NAME(S):		FUNCTION:
<i>[LAST, First]*</i>		<i>[Delegate/Adviser/other]</i>
<i>[LAST, First]*</i>		<i>[Delegate/Adviser/other]</i>
<i>[LAST, First]*</i>		<i>[Delegate/Adviser/other]</i>
<i>[Continue as needed]</i>		

I understand that if the above individuals have any difficulty in collecting their badge(s) from [Name of person collecting/the Permanent Mission/etc.] that the ILO will be unable to issue [an interim badge/interim badges].

Thank you in advance for your assistance.

Date, Place

Signature

**Obligatory information*

† Person authorized to collect should bring with them an identification document issued by the Swiss Government ("carte de légitimation") or issued by countries or other entities recognized by the United Nations.

Model authorization (if picking up for colleague or for an individual from another group):

To whom it may concern,

I, [Person requesting], duly authorize [Name of person collecting][†] to collect my badge for the 107th Session (June 2018) International Labour Conference. To facilitate this request, please find attached a copy of my passport[†] and my full details below:

DELEGATION:	<i>[Name of Country]*</i>
CONTACT NUMBER:	<i>[Cell phone number and email address]*</i>
GROUP:	<i>[Government/Employer/Worker]*</i>
NAME:	FUNCTION:
<i>[LAST, First]*</i>	<i>[Delegate/Adviser/other]</i>

I understand that if I have any difficulty in collecting the badge from [Name of person collecting] that the ILO will be unable to issue me an interim badge.

Thank you in advance for your assistance.

Date, Place

Signature

**Obligatory information*

† Person authorized to collect should bring with them an identification document issued by the Swiss Government (“carte de légitimation”) or issued by countries or other entities recognized by the United Nations, as well as for the person for whom they are collecting.