

UNITED NATIONS



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REFERENCE:

PRO/71GA/6/ Tea reception for spouses

Protocol and Liaison Service

The Chief of Protocol of the United Nations presents his compliments to the Permanent Representatives and Permanent Observers to the United Nations and has the honour to inform them of a tea reception for spouses hosted by Mrs. Ban Soon-taek, wife of the Secretary-General of the United Nations during the seventy-first session of the General Assembly.

Mrs. Ban Soon-taek will host the tea reception in honour of the spouses of Heads of State and Government, Vice-Presidents, Crown Princes/Princesses and Ministers participating in the seventy-first session of the General Assembly. These spouses may be accompanied by one guest of their choice (non-media, non-security).

The tea reception will be held on **Tuesday, 20 September 2016** at 4:00 p.m. at the official residence of the Secretary-General, located at 3 Sutton Place, on the north-east corner of Sutton Place and 57th Street.

In order to properly accommodate the spouses who wish to attend the tea reception, the attached form (**Annex 4**) must be completed and returned by **Wednesday, 31 August 2016** to the Protocol and Liaison Service (Room S-0201; fax number: 212-963-1921; email: unprotocol@un.org). A Word format of the form can be found at the Protocol and Liaison Service website at: www.un.int/protocol.

The Chief of Protocol of the United Nations avails himself of this opportunity to renew to the Permanent Representatives and Permanent Observers to the United Nations the assurances of his highest consideration.

A circular stamp from the Protocol and Liaison Service. The text around the perimeter reads "THE PROTOCOL AND LIAISON SERVICE". In the center, there is a handwritten signature and the date "16 August 2016".

16 August 2016

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Annex 4: TEA RECEPTION PARTICIPATION INFORMATION

Tea Reception for Spouses hosted by Mrs. Ban Soon-taek
Tuesday, 20 September 2016, 4:00pm

(Please type or print only)

Delegation of: _____

Name of Spouse: _____
(First name) (Last name)

Spouse of: (Please check the appropriate box):

- Head of State
- Head of Government
- Vice President
- Crown Prince/Princess
- Minister

Accompanied by : _____
(First name) (Last name)

Contact at the Mission/Office: _____

Office phone: _____

Mobile phone: _____

E-mail Address: _____

**** Please return this form to the Protocol and Liaison Service at Room S-0201, fax # 212-963-1921; or email: unprotocol@un.org by Wednesday, 31 August 2016, attention: Ms. Maki Wennmann (Tel # 917-367-6330)**

A Word format of this form can be found at the Protocol and Liaison Service website at www.un.int/protocol