**Sample Letter**

**[Official Letterhead]**  
  
   
Mr/Ms. **(Name of Chairperson)**  
Chair, Governmental Stakeholder Group  
Number Resource Society (NRS)  
  
   
Membership request and nomination of GSG representative(s) on behalf of **[national government]**  
  
Dear Mr/Ms (Name of Chairperson),

The **[ministry, department or agency you represent]** is the national authority of [country or distinct economy with two-letter code xx] that is in charge of and supervises matters related to Internet governance, including those NRS supports and stands for.   
  
The **[ministry, department or agency]** formally requests an official membership to participate in NRS’ Governmental Stakeholder Group (GSG). And we are pleased to appoint **[GSG Representative name]** as our official spokesperson and representative on behalf of **[national government].**  
  
Please find the candidate's relevant information below:  
  
Prefix or Title:  
  
First name:  
  
Last Name:  
  
Job Title:  
  
Employer:  
  
Email:  
  
Phone:  
  
Phone 2:  
  
Sincerely,  
  
**[Letter must be signed by a relevant government minister or senior official who has been designated by the national government and is in charge of all NRS/GSG issues]**