

**SAMPLE LETTER – Please copy/paste in to your own letterhead**

Dear Ukraine NGO Forum,

On behalf of ***(insert NGO name)***, I would like to apply for membership with the Ukraine NGO Forum.

I hereby confirm that ***(insert NGO name)*** is legally formed and registered, or in the process of being registered, as a non-profit, non-proselytizing and non-political NGO in Ukraine.

I confirm that ***(insert NGO name)*** respects and acts in accordance with international human rights and humanitarian standards and Ukraine NGO Forum Core Values.

I also confirm that ***(insert NGO name)*** is committed to actively participating in working groups and meetings of the Forum; is committed to exercising its vote on all proposals put to the membership for decision; and is willing to share information with members and actively participate to promote the common vision of the Forum.

I understand that should any of the above statements not be true or failure to follow commitments made may result in suspension from the Ukraine NGO Forum.

Sincerely,

(Insert CD name, NGO, contacts details, signature)