

[4. Request for an audience to present the letters of credence
non-resident Ambassador - sample]

The Embassy of [country name] presents its compliments to the Protocol Department of the Ministry of Foreign and European Affairs of the Grand Duchy of Luxembourg, and has the honour to inform it that [His/Her] Excellency [Mr./Mrs./Ms.] [name of the Ambassador], designated Ambassador extraordinary and plenipotentiary of [country name] to the Grand Duchy of Luxembourg, [will present / has presented] [his/her] *lettres de créance* to [Head of State of country of residence] on [date].

The Embassy hereby respectfully requests a date for the presentation of the *lettres de créance* of [His/Her] Excellency [Mr./Mrs./Ms.] [name of the Ambassador] to His Royal Highness the Grand Duke of Luxembourg.

The Embassy of [country name] avails itself of this opportunity to renew to the Protocol Department of the Ministry of Foreign and European Affairs of the Grand Duchy of Luxembourg the assurances of its highest consideration.

Ministry of Foreign and European Affairs
of the Grand Duchy of Luxembourg
Protocol Department
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