

ERASMUS+ PROJECT (2023-2-HU01-KA210-VET-000177733)

Title:

„Promoting regional agriculture and hospitality as complementary and mutually supportive sectors for vocational students and trainers”

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**Funded by
the European Union**



Name of company, institution
Address of company, institution
Name of official representative
Position, title of official representative

Subject: lower case, concise, keyword

Addressing the recipient (according to the national protocol)

Text of the official letter

1. I, XY, the undersigned, hereby request...

2. Body text
 - why we contact the recipient?
 - questionnaire link: [CLICK HERE TO COPY THE LINK FROM THE QUESTIONNAIRE](#)
 - what is the deadline?

Acknowledgements

Date

City, 2025

Sincerely

Signature, title