|  |  |
| --- | --- |
|  | competent authority logo |

«${currentDate?date?string('dd MMMM yyyy'»

«${(account.legalEntityName)!}»

«${email.toRecipient}»

FAO: «${(account.serviceContact)!}»

Dear Sir / Madam

**THE GREENHOUSE GAS EMISSIONS TRADING SCHEME REGULATIONS 2012 (SI 2012, No. XXXX) (the Regulations)**

**Permit reference:** «${(permitId)!}»

Further to your application dated «${workflow.requestSubmissionDate?date?st» for the surrender of your permit pursuant to Regulation 14 of the Regulations, the «${competentAuthority.name}» hereby gives you notice that it has refused your application for the following reason(s):

«${workflow.params.officialRefusalLetter}»

«[#if workflow.params.shouldFeeBeRefunded»

Your application fee will be returned in due course.

«[/#if]»

If you should require any clarification of the above, please do not hesitate to contact a member of the Emissions Trading Team either directly or by e-mail to «${competentAuthority.email}»

Yours sincerely

signature

«${signatory.fullName}»

CC: «[#list email.ccRecipients as cc]»«${cc}[#sep], [/#sep]»«[/#list]»