|  |  |
| --- | --- |
| competent authority logo  «${(account.primaryContact)!}»  «${(account.legalEntityName)!}»  «${(account.legalEntityLocation)!}»  «${currentDate?date?string('dd MMMM yyyy'» |  |

Dear «${(account.primaryContact)!}»

**THE GREENHOUSE GAS EMISSIONS TRADING SCHEME REGULATIONS 2012 (SI 2012, No. 3038) (the Regulations)**

**Installation name:** «${(account.name)!}»

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

Further to your application dated «${workflow.requestSubmissionDate?date?st» for the surrender of your permit pursuant to Regulation 13 of the Regulations, the «${competentAuthority.name}» hereby gives you notice that it has refused your application for the following reason(s):

«${workflow.params.officialRefusalLetter}»

If you have any queries at this time, these should be addressed in the first instance to «${competentAuthority.email}».

Yours sincerely

signature

«${signatory.fullName}»

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