

## Withdrawal Letter Template

*[Company letter-head]*

*[Date]*

H.E. António Guterres  
Secretary-General  
United Nations  
New York, NY 10017  
USA

Dear Mr. Secretary-General,

We would like to inform you that we have decided to terminate our participation in the United Nations Global Compact. We therefore ask you to remove *[name of company]* from the list of Global Compact participants.

*Give reason(s) why your company wants to leave the Global Compact.*

We trust in your understanding for our decision.

Sincerely yours,

*[Signature]*

*[Name: Mr. /Ms. \_\_\_\_\_]*

*[Title\*: CEO/Managing Director]*

*\* The letter must be signed by the highest executive in the company.*

UN Global Compact  
685 Third Avenue, 12<sup>th</sup> Floor  
New York, NY 10017 USA