

Annex S

Cover Letter

Please find the Cover Letter template below, which is to be signed and submitted when a project is submitted for registration. A scanned copy of this letter should be uploaded to the Registry; a version with an original signature must be submitted directly to the Gold Standard at the address below. For purposes of the Cover Letter, the meaning of the term 'project participant' is that stated in the Gold Standard Requirements.

Cover Letter template

Letterhead of Project Owner

Date

Project Reference

To: The Gold Standard
P.O. Box 2032
4001 Basel, Switzerland

Re: Gold Standard Registration: Cover Letter
Project Reference _____

[Project Owner]

As Project Owner of the above-referenced project, acting on behalf of all project participants, I now make the following representations:

[Authorised Representative:]

I hereby declare that I am duly and fully authorised by the Project Owner of the above-referenced project, acting on behalf of all project participants, to make the following representations on Project Owner's behalf:

1. Declaration of Compliance with Gold Standard Documentation

The Undersigned has read, fully understood and has voluntarily agreed to each provision of the *Gold Standard Documentation*, which documentation includes the: *Gold Standard Requirements; Gold Standard Toolkit and its annexes, including the Gold Standard Terms & Conditions, and templates; Gold Standard Registry Terms of Use; Gold Standard VER Additionality Tools; and Gold Standard VER Methodologies.*

The Undersigned hereby declares that the referenced project has followed and is in compliance with these Gold Standard provisions.

2. Modalities of Communication

The Undersigned names [*entity/person*] to serve as project focal point and be responsible for official communications to and from the Gold Standard on my behalf. All official communications to and through the project focal point shall be communicated and directed as follows:

[contact information (e.g., name, entity, address, phone, fax, e-mail and preferred method of communication)]

[Where joint focal points will be sharing responsibility for communication, this must be indicated clearly. If different information is to go to different focal points (e.g. for communications on project management, requests for issuance of credits), this must be indicated clearly]

The Undersigned affirms and agrees that these modalities of communication will not be changed without the consent of all project participants, evidenced through new modalities of communication signed and presented by me on all project participants' behalf.

3. Issuance of quality labels or Voluntary carbon credits

I am/We are the [*entity/person*] to whom the Gold Standard should issue quality labels or Voluntary carbon credits resulting from the above project. Upon receipt of the issued Gold Standard credits, I/we shall be deemed to have full legal title to the carbon credits to the largest extent permitted by applicable law.

4. Gold Standard Terms & Conditions

Together with this Cover Letter, the Undersigned submits a signed copy of the Gold Standard Terms & Conditions as required under the Gold Standard Requirements and section 3.9 of the Gold Standard Toolkit.

5. Share of Proceeds Fee Structure

[For projects employing the Share of Proceeds Fee Structure only:]

I/We are employing the Share of Proceeds Fee Structure. Accordingly, I/we represent the following [please check only one]:

[For those seeking VERs]

_____ I/We authorize the Gold Standard Foundation to automatically deduct the pre-determined percentage of credits upon issuance pursuant to the Share of Proceeds Fee Structure.

_____ I/We elect to substitute the pre-determined percentage of issued carbon credits from the above referenced project with issued credits from the following Gold Standard project: [identify project number, description]

[For those seeking CERs]

_____ I/We shall transfer the requisite CER serial numbers to the Gold Standard Foundation for labelling. Thereafter and upon receipt of the Gold Standard label, I/we authorize the Gold Standard Foundation to deduct the pre-determined percentage of credits pursuant to the Share of Proceeds Fee Structure.

_____ I/We elect to substitute the pre-determined percentage of labelled CERs from the above referenced project with labelled CERs from the following Gold Standard project: [identify project number, description]

PROJECT OWNER*

Signed:
Name:
Title:
On behalf of:

PROJECT REPRESENTATIVE*

Signed:
Name:
Title:
On behalf of:

[*Please note that all project owners and all project representatives must sign the Cover Letter]