**Letter of Confirmation for the TEBD SME Workshop**

Brussels, ….. July 2022

Dear Mr./Ms. NAME SURNAME,

Secretary General of XXX Chamber of Commerce and Industry

We would like to confirm that your Chamber has been selected to organize a one-day SME workshop in the framework of the TEBD programme, with the following details:

* Title: Green Deal-Just Transition Diagnostics and Action Plan for Turkish Businesses
* Date: XX August/September 2022
* Location: via **virtual platform**

Your workshop code is **W-GD X.** This code should be used in all the documents and correspondence prepared by your Chamber in relation to the workshop.   
  
The workshop should be carried out as indicated in the SME Workshop Guidelines and its Annexes; please read them carefully.   
  
The contact person will be Oya Ersoz from Eurochambres/TEBD Team ([tebd@eurochambres.eu](mailto:tebd@eurochambres.eu)), Cihat Baluken from Redis Innovation ([cihatbaluken@redisinnovation.com](mailto:cihatbaluken@redisinnovation.com) and Burcu Atilgan from TOBB ([burcu.atilgan@tobb.org.tr](mailto:burcu.atilgan@tobb.org.tr)). You may contact with Eurochambres ([tebd@eurochambres.eu](mailto:tebd@eurochambres.eu)) for any inquiries you may have about the workshop.

To confirm your agreement on the above, please countersign this letter and send it back to TOBB, Eurochambres and ReDis Innovation by email (Emails: [tebd@eurochambres.eu](mailto:tebd@eurochambres.eu), [burcu.atilgan@tobb.org.tr](mailto:burcu.atilgan@tobb.org.tr) and [cihatbaluken@redisinnovation.com](mailto:cihatbaluken@redisinnovation.com)), latest by 9 August, 2022.

Kind regards,

**Oya ERSÖZ Name and Surname**

TEBD Director Secretary General

Eurochambres XXX Chamber of Commerce and Industry