



Entry form

Congratulations on selecting the winning composition from your country, and welcome to the international round.

Please complete this entry form and return it to communication@upu.int with the necessary documents attached. Alternatively, it can be posted to the International Letter-Writing Competition, Communication Programme, Universal Postal Union, P.O. Box 312, 3000 BERNE 15, SWITZERLAND.

Country information

Country name: _____

Number of entries received: _____

Details of jury: _____

National organizing body/bodies

Name of organizing body/bodies
(ministry, designated operator, etc.): _____

Full name of contact person(s)
coordinating the competition: _____

Telephone number(s) and e-mail(s): _____

Details of the candidate

Girl

Boy

Full name: _____

Date of birth: _____

Place of residence: _____

Number of words in the original
language (maximum 800 words): _____

Original language of the letter: _____

Checklist

<i>Required documentation</i>	<i>Attached (please tick)</i>
Completed entry form	<input type="checkbox"/>
The original letter (800 words):	
– as a good-quality scan, in colour, of the handwritten original in PDF format, and	<input type="checkbox"/>
– as a Word document	<input type="checkbox"/>
A translation of the message into English and/or French, as a Word document	<input type="checkbox"/>
A good-quality photo of the candidate (preferably in JPEG format, minimum 300 dpi)	<input type="checkbox"/>

Submission of this entry form by the national organizing body constitutes acceptance of the Rules of the International Letter-Writing Competition for Young People, as well as the specific terms and conditions related to submission of compositions presented below.

Specific terms and conditions related to submission of compositions

The organizing body/bodies hereby acknowledge and agree that the UPU and any of its partners shall be granted a gratuitous, worldwide, unlimited and perpetual licence to copy, edit, distribute, display, make available, publish and reproduce the composition, as well as any illustrations and photographs thereof, as submitted to the UPU International Letter-Writing Competition for Young People. These include the rights to incorporate the composition and materials mentioned above into UPU publications; to translate the composition (or any parts thereof) into other languages; and to create adaptations, compilations, summaries, extracts or other derivative works. The above rights may be exercised by the UPU in any media and formats now known or hereafter devised, and shall include the right to make such modifications as deemed necessary to due exercise of the above rights by the UPU.

Furthermore, by participating in the UPU International Letter-Writing Competition for Young People, the organizing body/bodies hereby grant the UPU and any of its partners a gratuitous, worldwide and perpetual licence to copy, edit, display, publish and make available the name(s) of the winners and organizing body/bodies, as well as any illustrations, photographs and/or video footage of the same (including any representatives) taken in connection with the competition or the composition in any format.

The organizing body/bodies certify that the composition submitted to the UPU International Letter-Writing Competition for Young People is an original effort of the candidate, that the composition respects the principles of the Charter of the United Nations, and that it does not infringe any third-party rights, including, without limitation, the right to privacy.

In the light of the above, the organizing body/bodies hereby certify that the terms and conditions applicable to the national competition shall comprise, by analogy and *mutatis mutandis*, the specific provisions presented in this section, and that candidates participating in the national competition shall agree to be bound by terms and conditions equivalent to those presented herein for submission of compositions and the materials mentioned above.

Signature: _____

Name and title: _____

Place and date: _____