

*Address 1*  
*Address 2*  
*Address 3*

Dear (*Title Name*)

**APPOINTMENT AS CORONER**

I am pleased to advise you that Her Excellency the Governor-General has, pursuant to section 103 of the Coroners Act 2006, appointed you as a coroner to be based at (*location*). Your appointment commences on (*date*).

I enclose a copy of the warrant of your appointment.

Please accept my congratulations on your appointment and my best wishes for your work in this demanding office.

Yours sincerely

**Attorney-General**

Encl.