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**Letter of Nomination**

(Template)

Office of the Executive Director  
National Book Development Board  
Unit 2401 Prestige Tower  
F. Ortigas, Jr. Road, (formerly Emerald Avenue),  
Ortigas Center, Pasig City

**SUBJECT: 2018 NATIONAL BOOK AWARDS**

**MR. JERRY G. TIZON**

*Executive Director III*

National Book Development Board

Dear **Mr. Tizon**,

We are writing to nominate to the 37th National Book Awards the books we published in 2017.

Attached are the following documents:

- **Nomination form**
- **Author's/Authors' conforme/ Notarized warranty affidavit**
- **NBDB certificate of registration (valid until April 30, 2019)**
- **Seven (7) copies of each nominated book**

Sincerely,

XYZ Publishing House

Address

Contact person for NBA (if different from signatory)

Contact details (telephone and e-mail address)