l<PLEASE USE THE CITY’S / ORGANISATION’S LETTERHEAD/LOGO>

<INSERT PLACE & DATE>

**City of Leipzig**

Martin-Luther-Ring 4-6
04109 Leipzig, Germany

Nadja Riedel

Telefon: +49 341 123 5991

E-mail: nadja.riedel@leipzig.de
Web: <https://www.leipzig.de/>

**MEMORANDUM OF UNDERSTANDING**

**EFFICIENCE PROJECT**

TO WHOM IT MAY CONCERN

On behalf of <name of public transport authority/company>, I hereby confirm to be an EfficienCE User Forum participant of the project “EfficienCE – Energy Efficiency for Public Transport Infrastructure in Central Europe” from May 2020 to April 2022, under the Interreg Central Europe programme of the European Commission.

We will work with the EfficienCE project’s cities and experts to jointly tackle crucial planning barriers towards energy efficient PT infrastructure planning in our city. <Name of public transport authority/company> considers the activities of EfficienCE as very valuable and wants to participate in the knowledge exchange, workshops, transfer and take-up activities of this project by:

* Participating at 1-2 training workshops on selected energy efficient mobility planning solutions;
* Attending a site visit at local EfficienCE pilots.

Yours sincerely,

<signature>

<Name of representative>

<Position of representative>

<Name of city/organisation>