



Note No A190/21

Protocol Directorate of the Foreign, Commonwealth and Development Office presents its compliments to all diplomatic missions and international organisations, and has the honour to inform them that Diplomatic Missions and International Organisations Unit (DMIOU) will be relocating to a new office within the FCDO's main building in King Charles Street on Monday 11 October 2021.

From this date, diplomatic missions and international organisations are requested to send correspondence for DMIOU to the new address:

**Diplomatic Missions and International Organisations Unit  
Protocol Directorate  
Room WH2.146  
Foreign, Commonwealth and Development Office  
King Charles Street  
London SW1A 2AH**

Correspondence for the Director and Deputy Director of Protocol should be sent to Room WH2.144 at the above address.

Diplomatic missions and international organisations are reminded that, until further notice, only Diplomatic Exempt Vignette applications, Form 2 identity card applications, and Form 8,9,10,11 and 12 VAT claims should be submitted by post, all other forms and correspondence should be submitted via email to the relevant DMIOU team mailbox.

Protocol Directorate of the Foreign, Commonwealth and Development Office avails itself of this opportunity to renew to all diplomatic missions and international organisations the assurances of its highest consideration.

FOREIGN, COMMONWEALTH AND DEVELOPMENT OFFICE  
LONDON SW1A 2AH

8 October 2021

