**Ref-BCN: S 20xx-000**

Herbarium Acronym

Institution

Adress

Dear curator,

Dr. ......................, researcher of the “**Plant Biodiversity Resource Centre** (CeDocBiV)” of Barcelona University is currently involved with the taxonomic revision of (*gènere(s) o grup(s) corresponent(s)*).

1a fòmula: We would be grateful if you could send us on loan specimens of the (àrea geogràfica) of the taxa listed below:

2a fòrmula: We would be grateful if you could send us on loan (àrea geogràfica) specimens of the taxa listed below:

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The specimens will be handled with care and returned promptly. Thank-you very much in advance for your assistance.

Sincerely yours,

Curator of Herbarium BCN

Barcelona, -- -- 20--