

**Template letter for the submission of an amendment to the Reference Research Ethics Committee (RRECB) Midlands Area and Corporate Division (Regional Health Area B)**

Please return by email to: [REC.B.CorporateMidlands@hse.ie](mailto:REC.B.CorporateMidlands@hse.ie)

RRECB reference	RRECB_____
Principal Investigator	
Title of study	
Amendment number	
Date of amendment	

Dear Chairperson,

I would like to make an amendment to the above-named application to:

Change ☐      Add ☐      Extend ☐      Other ☐ \_\_\_\_\_

Details of the amendment:

Background and rationale for the amendment:

I enclose<sup>1</sup> the following documents for review. I confirm that any changes to revised documents have been highlighted for ease of review, and that version number of revised documents have been changed as required:

Enclosure	Title/name of document:	Is the document:
1.		Amended <input type="checkbox"/> New <input type="checkbox"/>
2.		Amended <input type="checkbox"/> New <input type="checkbox"/>
3.		Amended <input type="checkbox"/> New <input type="checkbox"/>
4.		Amended <input type="checkbox"/> New <input type="checkbox"/>
5.		Amended <input type="checkbox"/> New <input type="checkbox"/>
6.		Amended <input type="checkbox"/> New <input type="checkbox"/>
7.		Amended <input type="checkbox"/> New <input type="checkbox"/>
8.		Amended <input type="checkbox"/> New <input type="checkbox"/>
9.		Amended <input type="checkbox"/> New <input type="checkbox"/>
10.		Amended <input type="checkbox"/> New <input type="checkbox"/>

Yours faithfully,

Principal Investigator

**Address for correspondence:**

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<sup>1</sup> Highlight or track changes in enclosed documents and update the version numbering as required.