*DATE*

**LETTER OF INVITATION**

We are pleased to invite Mr. / Ms. ……………………………… to take part in staff mobility activity in our institution for a period of 1 week. The activity will take place within the framework of Erasmus+ KA103 Staff Mobility for Training Program and funding will be provided by the participant’s home university.

**Invited Person**: ……………………………………………....................

**Accepted Department / Unit**: ……………………………………………

**Mobility Duration (except for travel days):** *Maximum 5 weekdays*

**Mobility Period**: ……..…..*Preferably exact mobility dates, if not approximate dates. The last day of mobility can the 30 May 2020 the latest*……………..

Best regards,

Signature: ………………………………………………………….

Name of Signatory: ……………………………………………

Position of Signatory: ………………………………………..

Stamp: ………………………………………………………………