



## ANNEXE 2

### SAMPLE LETTER OF INVITATION FOR VISITING RESEARCHERS

Dear .....

I am pleased to authorize your assignment as a Visiting Researcher/Scholar (Investigador Visitante), without pay, in the Interdisciplinary Mathematical Institute of Complutense University of Madrid for the period from ..... through ..... , and welcome your participation in our scholarly community, as you conduct research in

.....  
..... <<purpose of visit>> under the supervision of  
.....  
<<faculty sponsor>>.

An identification card (ID) to entitle you to use the Univeristy libraries and sports facilities will be issued by the “Servicio de Personal” (Personel Office) at the Faculty of Mathematics, located at Plaza de las Ciencias, nº 3.

Please, note that upon your arrival you will have to submit the following documents to the Institute Secretary:

- a) Copy of ID or passport
- b) Copy of VISA, if required
- c) Copy of health insurance while in Spain
- d) Copy of the request you sent and the acceptance letter you received

I hope that your research is fruitful during your stay here. And if there is anything that my colleagues or myself can do to assist you, please let me know.



Please indicate your acceptance of this assignment by signing this letter, scanning it and returning it back to me by e-mail. One copy should be properly saved for your records.

Sincerely,

Ángel Manuel Ramos del Olmo

Director del Instituto de Matemática Interdisciplinar de la UCM

Date:

**SIGN IN AGREEMENT:**

I agree with all the conditions of this assignment and will abide by all University rules and regulations:

<Name of candidate>:

<Date>:



**c/c: Decano de la Facultad de Ciencias Matemáticas de la UCM**