Distinguished

GERMAN EMBASSY in

[Insert the country/city name]

**Visa Section**

Mulhouse, [put a date]

Subject: Visa request for Mr/Ms/Prof/Dr [your name], currently working at [your institution and laboratory name/address]

With this letter we kindly request to issue the mandatory visa to enter the country of Germany to one person of the [your institution] who has been invited to attend the CLEO/Europe –EQEC 2023 conferences to be held at the ICM centre of the New Munich Trade fair Centre (Messegelände 81823 Munich) in Munich, Germany - during June 26 - 30, 2023. The European Physical Society organizes this event. The attendance of [your name] will allow discussing and deepening research themes of common interest. [your name] will have an invited/oral/poster presentation at the conference (modify or erase if not applicable).

The delegation is made up by the following person:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and last name** | **Passport n.** | **Date of birth** | **Current Address** |
| [your name] | Your passport number | Your birthday | **Your Address** |

Main expenses will be covered by [put main sponsors for your participation, like for example your university]

I, the undersigned Mr. Milan Milicevic, secretary of the European Physical Society conference department, inviting one foreign citizen, declare to be aware of the European law on immigration and related responsibilities.

Yours faithfully,

Milan Milicevic

European Physical Society

Email: conferences@eps.org