

REQUEST FOR LETTER OF INVITATION



First Name Last Name

Program: _____ Degree: _____

I would like to invite the following people to visit me:

Last Name First Name Relationship

Last Name First Name Relationship

Last Name First Name Relationship

Last Name First Name Relationship

Please indicate the **dates/timeframe** and **purpose** of the visit (i.e. tourism):

Dates: _____

Reason for Visit: _____

How many copies of the invitation letter do you need? _____

Do you need each person on a separate letter or all on the same letter

Please mail the letter to me at the following address:

I will pick the letter up.

More forms can be printed at www.cgu.edu/pages/411.asp