



## Letter of Invitation

\_\_\_\_\_  
Visitor Name

and

\_\_\_\_\_  
Working Group/Seminar Name

of the Melbern G. Glasscock Center for Humanities Research at  
Texas A&M University

\_\_\_\_\_  
Today's Date

**This Letter of Invitation from \_\_\_\_\_ of the \_\_\_\_\_**  
Convenor Name Working Group/Seminar Name  
**serves to inform the Melbern G. Glasscock Center of the proposed event and to request use of The Center**  
**facilities.**

The \_\_\_\_\_ has extended an invitation to \_\_\_\_\_, to  
Group/Seminar Visitor Name  
\_\_\_\_\_ at the Melbern G. Glasscock Center on \_\_\_\_\_.  
Speak/Present Event Date

The Glasscock Center \_\_\_\_\_ be the sole funder of this event.  
will/will not

\*(If not, other funding source(s): \_\_\_\_\_)

I, the Convenor, will provide The Glasscock Center with the following, before any arrangements can be made: \_\_\_\_\_

Initial here

- The completed Event Questionnaire (form available at: <http://glasscock.tamu.edu/programs/working-groups/>)
- Contact information for the Guest (form available at: <http://glasscock.tamu.edu/programs/working-groups/>)

### ACCEPTED AND AGREED:

\_\_\_\_\_  
Date

**\*Please return completed form to one of the following:**

- [glasscock@tamu.edu](mailto:glasscock@tamu.edu)
- Room 305C of Glasscock bldg.

### For GCHR use only:

Received By:

\_\_\_\_\_  
The Melbern G. Glasscock Center for  
Humanities Research,  
Texas A&M University

\_\_\_\_\_  
Date