



**Dear Professor/Dr.**

It is an honor to recognize your outstanding research and to present a lecture through the prestigious program in your name. In the past, there has been an interesting change in the number of lectures you can be given (usually 10) with a longer lecture schedule being at UCSD.

Please allow me to present the following lecture (Title) at UCSD (University of California, San Diego) on the dates and the corresponding schedule (Date/Time) as follows (Date/Time).

Similar to the previous at UCSD (University of California, San Diego) you have a lecture program. Please allow me to have a lecture which corresponds with your lecture program by using a lecture program. Please allow me to have a lecture which corresponds with your lecture program by using a lecture program. Please allow me to have a lecture which corresponds with your lecture program by using a lecture program.

Thank you for your continued partnership with and support of UCSD (University of California, San Diego). We are grateful for the opportunity to present with you at UCSD (University of California, San Diego) and you are providing us with the opportunity to do so.

Best wishes,

*[Signature]*

**Very Respectfully,  
[Name] UCSD (University of California, San Diego)**

*[Signature]*

**Dr. [Name], UCSD  
[Address]  
[City]  
[State]  
[Zip]  
[Phone]  
[Fax]  
[E-mail]**