**Sample invitation letter for visiting postdoctoral researcher (seminar presentation) in EU-LIFE Postdoctoral Exchange Programme**

[Name of visiting postdoc]

[Institute of visiting postdoc]

[Address]

Dear **[Postdoctoral Researcher’s Name],**

I hope this message finds you well. With this letter, I would like to invite you to **[Institute Name]** and present your research as part of our seminar series. We are aware of your work on **[specific topic or research area]**, and we believe it would be of great interest to our team and could lead to fruitful discussions.

Our seminar series is a platform **[relevant information on the seminar series and why postdoctoral researcher would be a good fit].** We would be delighted to host you for a presentation, followed by a Q&A session. This seminar would fit in the EU-LIFE series of exchanges aimed specifically at postdoctoral researchers.

If possible, we hope you could join us on **[date of seminar].** I am available to discuss the necessary arrangements and can help with recommendations for logistics, including travel and accommodation, if needed.

We are very much looking forward to the opportunity to learn more about your work and to welcome you to **[Institute Name].**

Warm regards,

**[Your Full Name]**

**[Your Position]**

**[Your Institute/Organization]**