**Office of International Cooperation, Hefei, Anhui 230026, People’s Republic of China**

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# DISPATCH LETTER

At the invitation of XXX（邀请单位）, Prof. Li Xiao of our university is to leave for Iceland on 11th Sept. 2019，to attend ╳╳╳╳╳. He will stay there for about 7 days. Our university will bear all the expenses including his round-trip air tickets, boarding & lodging and transportation and health insurance in Iceland. He will return to duty from abroad on time.

**DATE OF PASSPORT COMPANY**

**NAME SEX BIRTH NUMBER NAME OCCUPATION**

**Li Xiao, Male, 1972.11.13, P00716321 USTC, Professor**

Director for Visiting-abroad Affairs：李领

University of Science and Technology of China

July. 25, 2019