

Confirmation of International Scientific Collaboration

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Recipient's Institution]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to formally confirm our collaboration in the [specific research project or initiative] aimed at [briefly describe the purpose of the collaboration]. This partnership is an exciting opportunity for both our institutions to advance scientific knowledge and address [mention relevant issues or objectives].

As discussed in our previous meetings, the roles and responsibilities for each party will include:

- [Your Institution's Role]
- [Recipient's Institution's Role]

We anticipate that our collaboration will yield significant results, and we look forward to working together to achieve [mention expected outcomes].

Should you have any questions or require further details, please do not hesitate to contact me directly at [Your Contact Information].

Thank you for your commitment to this collaboration. We are excited to embark on this journey together.

Best regards,

[Your Name]

[Your Position]

[Your Institution]

[Your Address]

[Your Contact Information]