

<INSTITUTIONAL LETTERHEAD>

Director, UK National Grid Service
c/o STFC e-Science Centre
R89
Rutherford Appleton Laboratory
Harwell Science & Innovation Campus
Didcot
Oxfordshire
OX11 0QX

<DATE>

Dear Sir/Madam,

The <INSTITUTIONAL NAME> would like to take this opportunity to participate in the UK National Grid Service through the nomination of:

<NAME>

<POSITION>

<CONTACT DETAILS>

as the representative attending the NGS Collaboration Board on our behalf for a period of 24 months. We understand that this person will be required to attend up to 4 meetings per year of the Collaboration Board and will support him accordingly.

We understand that;

- New nominations may be made at any time during the period and will supersede previous nominations.
- should there be an extended period of non-attendance then the NGS may ask for re-nomination to occur.

Yours sincerely

<NAME>

<POSITION>

<INSTITUTION>