.................................................................................................................

(name, surname, position)

To: Director

State Scientific Research Institute

Nature Research Centre

# APPLICATION

For appointment to perform additional function

..................

*(date)*

Vilnius

I hereby apply for appointment to the performance of an additional function – as ............................... (position) in .....................(division) for ....... hours per week from ....................(*date*) to............(*date*).

..........................................

Approved:

Head of Division ....................................................