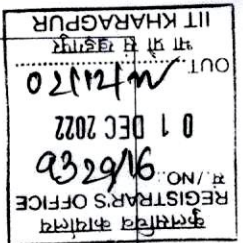




Office of International Relations
Indian Institute of Technology
Kharagpur-721302



Ref. No. 1650/2022/OIR

Date: 30.11.2022

With reference to the four-member delegation team from IIT Kharagpur visiting Virginia Tech, USA during May 21-29, 2022, IIT Kharagpur is entitled to receive travel grant/fund from Virginia Tech, USA.

We have received the first instalment of USD 9200 from Virginia Tech. However, to process the second instalment, Virginia Tech needs form (W-8EXP) from IIT Kharagpur.

For the reference, following supporting documents are enclosed herewith:

- Form (W-8EXP)
- Invoice towards the 1st instalment of the travel fund for IIT Kharagpur's delegation to Virginia Tech, USA
- Email copy mentioning the requirement of Form (W-8EXP)

Your kind support is sought to fill up the point No. 13 of the form (W-8EXP) so that it could be sent to Virginia Tech for further processing.

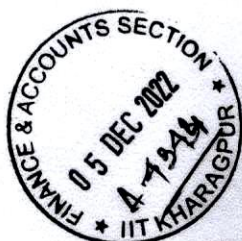

Associate Dean, IR & R

Registrar

Please advise.

DR (A/Cs)

Sum.
9/12/22:-



AR(F)/Sr Ex (F) Pl
forward it to our
Tax consultant for his advice
Rm 5/12