



The Brussels Institute for Advanced Studies

Bv. Général Jacques 210, 1050 Ixelles
Generaal Jacqueslaan 210, 1050 Elsene
www.brias.be

Dear BRIAS Team,

I am pleased to invite

_____, _____ at _____,
FULL NAME TITLE HOME INSTITUTION

reachable via the following email address and phone number:

_____.
EMAIL ADDRESS PHONE NUMBER

I confirm that their visit is **not for tourism**, but strictly for academic collaboration with

_____ at _____, focusing on
HOST DEPARTMENT ULB/VUB

BRIEF DESCRIPTION OF RESEARCH COLLABORATION

In support of their visit, I kindly request accommodation at the **Brussels Institute for Advanced Studies (BRIAS)**. Fully understanding that **the minimum booking period is 7 nights**, I hereby request accommodation for the invitee for the following period:

from _____ to _____, with a preferred apartment category of 5.
CHECK-IN DATE CHECK-OUT DATE CAT.

Payment for the accommodation will occur via _____
PAYMENT METHOD

I hereby declare that the person invited will be visiting the VUB/ULB for academic/institutional collaboration purposes. I agree to be the primary contact person for this guest in case the need arises.

Signed,

NAME AND TITLE OF ULB/VUB ACADEMIC STAFF

DATE OF SIGNATURE

EMAIL ADDRESS

CONTACT PHONE NUMBER

SIGNATURE