

## Commencement of Visit

Date: \_\_\_\_\_

Please attach two passport photos

To: Ayellet Katalan  
Office of the Executive Vice President for Academic Affairs

From: \_\_\_\_\_ Department: \_\_\_\_\_  
Head of the department

This is to inform you that the visitor has arrived at my department:

Surname: \_\_\_\_\_ Given Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Passport /Id. no. \_\_\_\_\_ Nationality: \_\_\_\_\_

Period of visit at the Technion: from \_\_\_\_\_ until \_\_\_\_\_

Period of visit in Israel: from \_\_\_\_\_ until \_\_\_\_\_

Address: \_\_\_\_\_

Bank account no. \_\_\_\_\_ bank name \_\_\_\_\_ branch no. \_\_\_\_\_

I would be grateful for payment accordingly

Sincerely,

\_\_\_\_\_  
Head of the department

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To: The financial department:

Please pay the visitor: \_\_\_\_\_

Sincerely,

Ayellet Katalan

Date: \_\_\_\_\_