



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Request for issuance of visa invitation letter to foreign citizens

Invitee details	
Name of the visitor:	
Address and contact details:	
Citizenship:	
Date of birth:	
Organization:	
Details of visit	
Host Dept/School/ Centre/ Office:	
Activity to be undertaken at IITKGP:	
Intended duration of stay at IITKGP :	
Support provided by IITKGP (local travel, stay, food, honorarium, any other). Please give details of each type of support with funding source and proof:	
Support provided by any other organization incl. personal resources. Please give details and proof:	
Invited by	
Name, affiliation and signature of host:	
Recommended by Registrar/ HoD/ HoS/ HoC/ Dean (as appropriate)	

Please note: Govt. rules will be followed regarding issuance of visa invitation letters