

## Hosting Agreement Research Stay under the Research Alumni Program

As a  former guest researcher at Freie Universität Berlin  
 researcher at Freie Universität Berlin

I agree to host Ms. / Mr. \_\_\_\_\_ (*applicant's first and last name*)  
for the implementation of a research project at \_\_\_\_\_  
(*host institution, department*) during \_\_\_\_\_ (*dd/mm/yyyy –*  
*dd/mm/yyyy*).

*(Supplementary notes on the planned research stay/research project/research cooperation)*

I confirm that I have been in communication with my potential guest about the research project and that adequate support and resources, including a workspace, will be made available to them during the research stay. I agree to inform the guest about any changes that might affect the research stay.

\_\_\_\_\_  
Place, date

\_\_\_\_\_  
Host's name and signature

*Please send hosting agreement either as (1) PDF with electronic signature or (2) scan with original signature or (3) fax with original signature or (4) letter with original signature **directly to:***

Freie Universität Berlin  
Alumni Office  
International Affairs  
Franca Brand  
Kaiserswerther Str. 16-18  
14195 Berlin  
GERMANY

Fax: +49 (0)30 838 473805  
E-Mail: alumni@fu-berlin.de

*Please note, that the hosting agreement must be **submitted by** March 31, 2019, 11:59 pm.*