Notification of accommodation Fill in guide

ELTE Department of Erasmus+ and International Programmes 2023

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First square

- Pay attention, you have to fill in the whole document in BLOCK LETTERS, using only latin characters!
- From the first square you only have to write in your telephone number and E-mail address.
- Please, do not fill in the first two lines!



ORSZÁGOS IDEGENRENDÉSZETI FŐIGAZGATÓSÁG



Notification of accommodation

\setminus \setminus	<u> </u>	For completion by the authority!				
\mathbf{i}		Authority receiving the notification (code and name):				
	1					
	Time of receiving the notification:					
		year month day				
		PLEASE COMPLETE THE FORM LEGIBLY, IN BLOCK LETTERS, USING LATIN CHARACTERS				
		Telephone number:				
	8	E-mail address:				

Mother's surname and forename, Number of residence permit

 Mother's surname and forename: You have to write in your mother's surname and forename, which she received when she was born

1. Surname:	Sex:	
Forename(s):	Citizenship:	

• Number of residence permit: You have to write in your residence permit's number, which you can find in the upper right corner of the permit

	5. Passport number and validity:	year month day	
TARTÓZKODÁSI ENGEDÉLY 000001147	Number of residence permit:		
ERVENYESSEGI IDEJE 06 JUNIJUN 15			
MADAS HELVE, IDEJE Miskale, on BildJUL II DRMANY TIPUSA Drivetadus, expendency			
MEGJEGYZES Katyonidawikanyndar Implinyment or gainifull activity			
ALÁIRÁS			

Address of accommodation 1.0

- **Postal code:** In Hungary the postal code contains four numbers (if your accommodation is in Budapest, it starts with the number ,,1")
- Land register number: You can ask this number from the dormitory or from your landlord
- Locality: Here you have to write in the name of the city/town where your accommodation is.
- **District**: Here write in the number of the district where your accommodation is. (In Budapest there are 23 districts, but in smaller cities there are no districts, in this case leave this line empty)

6. Address of accommodation (precise):	
Rostal code:	: Land register ref. number
Name of public place:	
Type of public place (road, street, square, etc):	
Building number:	

Address of accommodation 2.0

- Name of public place: Here you have to write in the name of the street (E.g. Andrássy)
- Type of public place: Here you have to write in if the public place is a street, a road or a square etc. (meanings: utca street; út road; tér square)
- Please fill in the following lines as well, as precisely as you can

<	Name of public place:			
¢	Type of public place (road, street, square, etc)? Building number:			
	Building:	Block:		

Door:

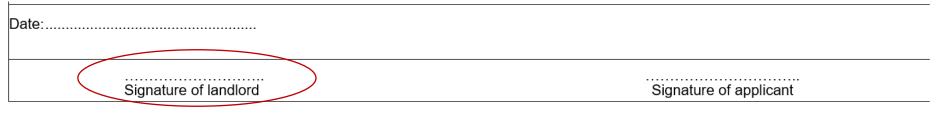
Floor:

Address of accommodation 3.0 and signature

 Here choose your legal title (E.g. if you are renting your accommodation choose "tenant")
7. Legal title of residence at the accommodation:

> o owner o tenant

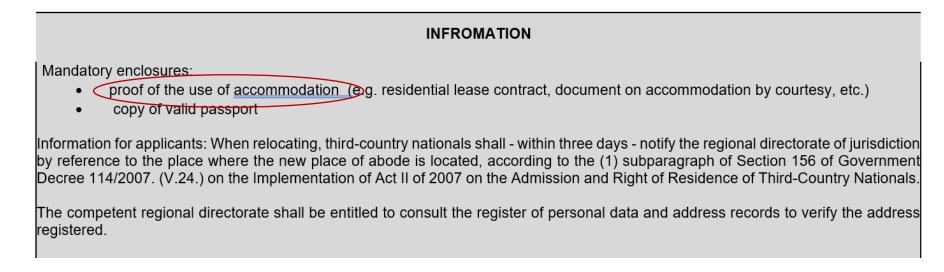
 Signature of the landlord: It is very important that the landlord should sign the document by hand and by a blue pen. If you can not meet personally, use postal service!



o other:

Proof of the use of the accommodation

- Dormitory certificate (stamped and signed by the management); or
- Proof of student hostel (stamped and signed by the management); or
- Lease Contract, which should contain your and your landlord's personal data (ID Card /Passport number, mother's maiden name), the exact address (postal code, city, street/square/road, house number, floor number, door number), period of stay (definite/indefinite time) and signatures of two witnesses. (Ideally in two languages, but at least in Hungarian)



Useful links:

- <u>ELTE visa/residence permit page</u>
- Enter Hungary website
- <u>Notification of accommodation document</u>