

# BPFTN template accommodation letter

To be used alongside the letter of invitation and letter of support.

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(Address of the host)  
(In full with town postcode,)  
UK  
(Contact number of host)  
(Email contact of host)

Date

British Consulate-General,  
Visa Department,  
19 Nashashibi Street,  
Sheikh Jarrah Quarter,  
PO BOX 19690,  
East Jerusalem 97200.

To whom it may concern,

RE: (name, in full as it appears on the ID card, of guest)

(Name of friendship or twinning group) has invited (insert name of guest), a resident of (Palestinian home town), West Bank/Gaza, Palestine, to visit us in (British Town) UK, for the period (exact dates) inclusive.

The visa application made to facilitate this visit was submitted on (full date) and the reference number allocated to the application is (reference number).

I thought it may be helpful to provide further details regarding (name of guest) accommodation during this time. I can confirm that during (guest)'s stay in (location), on (dates), (guest) will stay at (address), and (name of host- author of letter or other host) is responsible for (his/her) accommodation, meals, travel and incidentals.

I do hope this information is helpful for you but please do not hesitate to contact me if you require any further information or details at any stage.

Many thanks in advance for your support with this matter.

Yours sincerely,  
(Group chair / host's name and signature)