

## **TURKEY VISA REQUIREMENT**

1. Original Passport (Passport must be valid for at least 6 months upon arrival in Turkey and should have at least 2 full blank pages available in it). Also provide 2 photo copies of Passport first and last page.

Passports which are not issued in jurisdiction for applicants applying under the jurisdiction of The Turkish Embassy, New Delhi need to be submitted with local address proof. (Only Registered Leave and License Agreement copy).

2. Visa Application Form (Available for download on website) it should be filled manually by blue or black ink in block letters with 2 white background photographs having size 2.5inch x 2.5inch.
3. Tour Itinerary
4. Hotel Reservation
5. Confirmed Return Ticket
6. Travel Insurance is mandatory requirement which should fulfill the below requirements (It Should be Valid for 01 Year from the Date of Travel).
  - Medical Evacuation and repatriation expenses
  - Personal accidental death
  - Personal liability
  - Daily allowance in hospitalization cases
  - This plan should cover the insured for a minimum of Euro 30000.

Note: The travel insurance should cover the entire stay of applicant.

7. Minors need Consent Form if travelling alone or with one parent. (The NOC will be provided by the other parent if accompanied by one parent) The consent NOC must be on stamp paper with photos of parents and applicant and notarized.
8. Authorization Letter is required from the applicant in case application is submitted by a Representative or Travel Agent along with the Original Government ID Proof of the representative.
9. If Salaried person/Employed:
  - I. Original Leave letter from employer on company letter head with authorized sign and stamp.
  - II. Covering Letter duly signed on A4 size paper (Typed format) explaining the purpose of the trip, duration of stay in Turkey etc.
  - III. Last 3 months' salary slips with original stamp and sign of the company.
  - IV. Last 3 months' Salary account statements attested and signed by the bank.
  - V. Income Tax Returns for Last two years and Form 16 for Last one year.
10. If Self-employed:
  - I. Covering letter duly signed on personal business letter head with authorized signatory, name and designation with company seal explaining the purpose of the trip, duration of stay in Turkey etc.
  - II. A copy of Company Registration Certificate.
  - III. If the applicant has his own business/partner/proprietor/director, please provide as applicable: Incorporation certificate or Memorandum of association or Partnership deed or Proprietorship proof and applicant's name should be mentioned in it.
  - IV. Last 3 month's personal bank statement attested and signed by the bank.

**For Your All Travel Related Service**

**OFFICE: 210, 2<sup>ND</sup> FLOOR SHIVAM HOUSE, KARMAPURA COMMERCIAL COMPLEX, OPP MILAN CINEMA NEW DELHI-110015.  
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- V. Income Tax Returns for Last two years.
  - 11. If Student:
    - I. Original leave letter from the School/University.
    - II. Copy of valid ID card of School/University.
  - III. Last 3 months' personal bank statement or sponsor's bank statement and sponsorship letter if being sponsored.
  - 12. For Freelancer:
    - I. Contract papers/Agreement papers with client.
    - II. Leave sanctioned letter from clients.
  - III. Income proof.
  - IV. Last 3 month's personal bank statement attested and signed by the bank.
  - 13. 13. If Retired Person:
    - I. Retirement proof
    - II. Income proof (if any: pension slips, rent from property etc.)
  - III. Last 3 month's personal bank statement attested and signed by the bank.
  - 14. If applying for Dependent Visa:
    - I. Invitation letter from the person in Turkey.
    - II. Passport copy of the person in Turkey.
    - III. Permanent Residence copy of the person in Turkey or Work Permit copy of the person in Turkey as applicable.
    - IV. Address Proof of Turkey from the person in Turkey.
    - V. Last 3 months' Turkish Bank Statement of the person in Turkey.
    - VI. Last 3 months' Indian Bank statements of applicant applying from India.
    - VII. Original NOC letter from the person in Turkey (In case of minor child). The NOC Letter should be attested by Indian Embassy in Turkey.

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