## **TURKEY VISA CHECKLIST**



No	Documents Required
01	<ul> <li>Travellers Details</li> <li>Original Valid passport with at least 6 month validity from the date of travel along with all old passports.</li> <li>Photo dimensions: 2.5 x 2.5 on matte finish paper with white background.</li> <li>Electronic Visa Form to be online by applicant.</li> <li>Aadhar card or Pan card</li> </ul>
02	<ul> <li>Travel Details</li> <li>Copy of confirmed Arrival and Departure tickets</li> <li>Confirmed Hotel reservation showcasing the Hotel Address, Contact Number, Applicant's Name and Dates of Reservation for all days of travel</li> </ul>
03	<ul> <li>If Employed</li> <li>Provide the following company letters on official letterhead, including the applicant's name, designation, and signature of the authorized signatory (The Visa Officer, Embassy of Turkey, Delhi):         <ul> <li>Leave Sanction letter (OR) No Objection Certificate.</li> <li>Payslips of last 3 months.</li> <li>Company Appointment Letter (if the applicant has recently switched the company).</li> <li>3 years' ITR or Form 16 (Part A &amp; Part B) is required.</li> <li>Personal bank statement should be for the last 6 months with the bank's sign &amp; Closing Balance should be INR 2 Lakhs per applicant.</li> </ul> </li> </ul>
04	<ul> <li>If Self-employed</li> <li>Cover Letter on official business letterhead including the applicant's name, designation, and signature of the authorized signatory. (The Visa Officer, Embassy of Turkey, Delhi)</li> <li>Valid proof of Business Registration Certificate, such as GST certificate, Certificate of Incorporation, Partnership Deed, MOA, etc.</li> <li>For Partners, LLPs, or Directors: Business ITR for the last 3 years is required along with personal ITR</li> <li>For Self-Employed Individuals: 3 years' Personal / Company ITR</li> <li>Personal bank statement should be for the last 6 months with the bank's sign &amp; Closing Balance should be INR 2 Lakhs per applicant.</li> </ul>
05	<ul> <li>Specific Mandates</li> <li>All documents should be in English. If a document is in any other language, an official translation of the same should be submitted.</li> <li>Embassy or Consulate may request additional documents or personal interview with the applicant on a case-by-case basis.</li> </ul>
06	If Student  Bonafied certificate from educational institution  Leave letter from the student's educational institution  Student identity card copy
07	If Retired  • Retirement proof or Pension slip for the last 3 months
08	If staying with friends and family  Name/passport number of invitees  Duration/purpose of stayColored copy or orignal invitation letter  Inviting person's signature ID/passport  Inviting person's permanent address & contact number
09	<ul> <li>Specification for eVisa</li> <li>A copy of a valid visa or residence permit for the Schengen Area (only for multiple entry visa &amp; residence permit), the USA (only for B1/B2 &amp; green card holders), the UK, or Ireland.</li> </ul>

- Visa fees & Service Charge are non refundable against any refusal or cancellation.
- Visa grant or refusal is at the sole discretion of the embassy.
- Visa processing time is decided by the Foreign Missions.

