

5. ASSEMBLY AND MAINTENANCE PURPOSE VISA

1. Introduction

Applicants who wish to work in Türkiye, can apply for visa to Turkish Consulate-General in Guangzhou.

Sticker Visa www.visa.gov.tr

For getting Turkish sticker visa, applicants reside in Guangdong, Fujian, Hainan Provinces or Guangxi Zhuang Autonomous Region) will follow the steps cited below:

- ✓ Log in the website of www.visa.gov.tr
- ✓ Fill in the form (a)Nationality and Visa Detail Information, b)Personal Information, c>Contact Information d)Travel Information)
- ✓ Upload required documents
- ✓ Download and print out the online application form
- ✓ Finally, submit your application and make an appointment

2. Required documents

1. Biometric Photo (size 50*60 with clear/white background)
2. Original and copy National passport or official travel document valids for at least 90 days longer than the expiry date of the requested visa /containing at least one empty page
3. For Chinese who are inhabitant/have residence permit in our jurisdiction area as well as Non-Chinese who have valid residence/work permit or Chinese Visa valid for at least 90 days should submit their residence permit card/document.
4. Fulfilled and printed online application form signed by applicant (form should be proceeded online via www.visa.gov.tr)
5. **Proof of travel health insurance**, valid through duration of stay, including;
 - a) covering a minimum of 30,000 Euros or equivalent in Yuan
 - b) transfer of the insured to the closest medical facility or residence after hospitalization..

6. Non-refundable visa fee

7. **(Notarized) Invitation Letter by the inviting organisation in Türkiye** (with exact details; such as including visitor's name/ passport no; purpose, duration and location of visit)

8. **Reference/Dispatch letter from Chinese company** (with exact details; such as including visitor's name/passport no; purpose, duration and location of visit)

(Reference/Dispatch Letter-**with** certification for **Chinese** National)

(Reference/Dispatch Letter-**without** certification for **Non-Chinese** National)

9. **Flight reservation** (It is advisable that the flight ticket is bought after the visa has been granted.)

10. **(Optional) Documents attesting to the income status of the applicant**—bank account statement showing transactions at least within the past 3 months or a time deposit at a bank for at least 3-months as of the date of application (the amount are supposed to be enough to cover travel costs.

- ✓ If all costs will be covered by invitee and this is stated in the notarized/certified invitation letter, bank account statement is not required. (Optional)

10. **Documents attesting to the identification of the applicant in China-** work-employment certificate /**OR**; diploma / qualification certificate of the applicant, certifying his/her capability as a technician/engineer

11. Notarial certificate of non-criminal record. (For Non-Chinese Nationals should cover the duration of stay in China.)

12. **Some additional documents might be requested by applicants in some individual situations cited below:** (while interviewing, if our staff finds it necessary to obtain further information,

there is a possibility that you may be asked to submit some additional documents. Examples of such documents are given below only for information purposes:)

- ✓ **Original and copy ID card (if any)**

3. NON-REFUNDABLE VISA FEE AND VISA ISSUE PERIOD

First step, single-entry visa fee will be charged in cash.

After approval, the rest of fee for multiple visa will be collected in cash.

4. INTERVIEW AND SUBMISSION OF THE ORIGINAL DOCUMENTS

Following the online application, the applicants should apply to the Turkish Consulate-General in Guangzhou in person to complete the procedures including interview and submission of their application form, their passports besides original application documents and /or original copies of the documents on appointment date and time.

5. OTHER USEFUL POINTS

*Applicants should apply in person.

* It is strongly advised for applicants to apply at least one month prior to their intended trip.

* Please do not finalize your preparations or travel plans until you are informed about the conclusion of your visa applications or getting your sticker visa.

* If you have been to Türkiye before, please submit your previous visas or old residence permits in Türkiye (Optional but advisable to submit)

6. IMPORTANT POINT

Assembly and Maintenance Visa can only be issued once in a calendar year for the duration of 90 days.