Documents must be arranged in order given below:

Work permit Check List Mumbai

1. Original passport

2. Passport must be valid for at least 6 months upon arrival in Turkey and have 2 full blank pages available

3. Visa application form filled with 2 white background having size 2.5inch x 2.5inch

4. Form can be downloaded from here

5. Original letter from current employer on company letter head. The letter should clearly describe the employees details viz: profession, designation, period of work, purpose of appointment in Turkey with authorized signatory, name and designation with company seal and contact numbers

6. Copies of Educational credentials (University, diploma)

7. 2 photo copies of Passport first and last page.

8. You also need to submit foreigners employment contract application filled in Turkish (by your office in Turkey) with relevant sign and seal along with the above mentioned documents. Please click on following URL for detailed information,

9. Click here

10. Persons applying for work permit must inform their employer/firm in Turkey to submit the originals of the forms and documents required by the "Implementation statute of the law no 4817 on the work permit of foreigners" at the Turkish Ministry of Labor and Social Security within 10 days of submission at the Mumbai / Delhi / Hyderabad Consulate.

11. Work permits are issued only after prior approval by the Ministry of Labor and Social Security for foreign personnel within scope of applicable Laws.

12. Application for Work permit visa may take a minimum of 4 weeks or more for processing.

13. An individual who travels to Turkey on a visa other than the "Work visa" cannot be employed.

14. Passports which are not issued in jurisdiction for applicants applying in Mumbai, Ahmedabad, Pune, Goa, Bangalore, Chennai, Cochin, Trivandrum, Pondicherry can be submitted with local address proof . (Only registered leave and license agreement copy ; it needs to be notorised and attested from the Mantralaya).

15. Police Clearance Certificate (PCC) is a mandatory document.