

1. FAMILY RESIDENCE PERMIT COMMON DOCUMENTS

From foreigner;

Residence Permit Application Form (must be signed by the foreigner and/or his/her legal representative)

Passport or original and photocopy of passport substitute document (pages containing identity information and the page containing photo and processed pages)

Four (4) pcs photos (must have been taken within the last 6 months, against a white background and biometric. Do not upload family, selfie, unrecognizable, non up-to-date or black and white photos into the system, otherwise residence permit document shall not be issued!)

From sponsor; (be present during application)

Passport or original and photocopy of passport substitute document Passport or original and photocopy of passport substitute document (for refugees and persons with secondary protection status, the page of passport or passport substitute documents containing identity information and photo and processed pages)

Original and photocopy of National ID Card (If a citizen of Republic of Turkey)

Original and photocopy of residence/work permit document, if having blue card, of that card, and ID card of refugee or person with secondary protection status (If not a citizen of Republic of Turkey)

Approved and e-signed/signed document which states that financial capacity is to be provided sufficiently and regularly throughout the stay

Valid health insurance covering all family members (Insurance period must cover the intended residence permit duration. One of the following document is considered as sufficient):

- **E-signed/signed and stamped/sealed document to be obtained from provincial social security units which states that the foreigner is benefiting from the health services in Turkey within the scope of bilateral social security agreements**
- **E-signed/signed and stamped/sealed provision document received from Social Security Institution** (Provision documents to be received from Social Security Institution must be in such a manner that they must be both supportive and cover family members.)
- **E-signed/signed and stamped/sealed document of the application made to the Social Security Institution to become a general health insurance holder**
- **Private health insurance** (The policy must have the expression of "This policy covers the minimum coverage stipulated in the circular no 9, dated 06/06/2014, on private health insurance required to be taken out for residence permit applications.". Please present e-signed/signed and stamped/sealed original of your insurance policy during application! For extension applications, attach only approved (sealed, signed) copy of your policy into your application file.)

Criminal records [This document can be obtained from foreigner's country authorities (It would be better for you if you apply for this document at least 3 months before your application against the possibility of long waiting times to obtain this document) or from Turkish judicial authorities if foreigners is staying in our country for last five years. If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Document which shows that the foreigner is registered in Address registration System (e-

signed/signed and stamped/sealed document to be obtained from provincial/district registry offices)

2. FAMILY RESIDENCE PERMIT COMMON EXPLANATIONS

If you are staying in a rental house with a rental agreement, attach a notary public approved copy of your rental agreement to the application documents.

If you are staying at the places like hotel, motel, attach the documents showing your stay in these places to the application documents.

If you are staying in dormitory, you must attach e-signed/signed and stamped/sealed document which shows that you are staying in dormitory to your application.

If the foreigner is going to stay in a 3rd person's residence (other than relatives), notary public undertaking of the host (and notary public undertaking of the spouse if the host is married) is required. Lodging for employing purposes, house care services are considered as unpermitted working, and administrative pecuniary penalties are applied both to foreigner and employer and deportation processes are initiated for the foreigner with all travel and other expenses payable by the employer.

If mother and father cannot be determined from passports or passport substitute documents or national identity cards, a birth certificate is requested for children. Approved parental consent declaration is requested in case of absence of either mother or father (in case of death other spouse must present death certificate). Approved guardianship document for the child is required in case of divorce. If these documents have obtained from Turkish Authorities they must be e-signed/signed and stamped/sealed; if obtained from foreign countries, they must be apostilled and have notary public certified translations. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said documents must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor).

If the foreigner is under eighteen years old; an undertaking to be granted by real and legal persons in Turkey is required provided that such undertaking is specified in the letter of parental consent to be given by his/her mother and father been in abroad or by legal representative.

Marriage certificate or approved photocopy of the document (pages containing information, first 3 pages in general) which evidences marriage is required. If obtained from Turkish authorities (can be obtained also from Provincial/District Registry Offices) they must be signed and sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor).

For transfer applications, original of previous residence permit is presented and its photocopy is attached to application documents.

Relationship of the applicant

2.1. Spouse of Sponsor

From foreigner;

Marriage certificate or approved photocopy of the document (pages containing information) which evidences marriage [If obtained from Turkish authorities (can be obtained also from Provincial/District Registry Offices) they must be e-signed/signed and stamped/sealed, If obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must

be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

From sponsor; (be present during application)

Common Documents

2.2. Minor Child of Sponsor

From foreigner;

Common Documents

From sponsor; (be present during application)

Parental consent declaration in case of absence of either mother or father (in case of death other spouse must present death certificate [If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, If obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Guardianship document for the child in case of divorce [If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Birth certificate [If mother and father cannot be determined from passports or passport substitute documents or national identity cards, a birth certificate is requested. If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

2.3. Child of Sponsor Obligated to Look After

From foreigner;

Common Documents

From sponsor; (be present during application)

Parental consent declaration in case of absence of either mother or father (in case of death other spouse must present death certificate [If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, If obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Guardianship document for the child in case of divorce [If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's

authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Birth certificate [If mother and father cannot be determined from passports or passport substitute documents or national identity cards, a birth certificate is requested. If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

2.4. Minor Child of Spouse of Sponsor

From foreigner;

Common Documents

From sponsor; (be present during application)

Parental consent declaration in case of absence of either mother or father (in case of death other spouse must present death certificate [If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, If obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Guardianship document for the child in case of divorce [If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

Birth certificate (If mother and father cannot be determined from passports or passport substitute documents or national identity cards, a birth certificate is requested. If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor).

Marriage certificate or approved photocopy of the document (pages containing information) which evidences marriage [If obtained from Turkish authorities (can be obtained also from Provincial/District Registry Offices) they must be e-signed/signed and stamped/sealed, If obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor)]

2.5. Child of Spouse of Sponsor Obligated to Look After

From foreigner;

Common Documents

From sponsor; (be present during application) Parental consent declaration in case of absence of either mother or father (in case of death other spouse must present death certificate (If obtained from Turkish authorities they must be e- signed/signed and stamped/sealed, If obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor).

Guardianship document for the child in case of divorce (If obtained from Turkish authorities they must be e-signed/signed and stamped/sealed, if obtained from abroad, they must be Apostilled and have notary public approved Turkish translation. If the applicant is a citizen of a state that is not a signatory to Apostille Convention, said document must be approved by the relevant state's authorities (consulate approval and by Ministry of Foreign Affairs or Competent Turkish Authorities authorized therefor).

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