

## 2. WORK VISA APPLICATION PROCESS

### Application Method:

1. Gather the required documents listed below.
2. Start an online application on [www.visa.gov.tr](http://www.visa.gov.tr) and upload the documents when prompted.
3. Print out the application form. (*Requirement #2*)
4. After submitting the application successfully, schedule an appointment for the interview.

Applicants are required to bring hard copies of the documents on the day of the interview as well.

### Required documents:

1. National passport or official travel document
  - a) with an expiration date at least 60 days beyond the last day of your intended stay.
  - b) with a blank page to affix the visa.
2. The application form
3. One recent passport photo - size (2" x 2")
4. Certificate of Good Conduct obtained from your local police department.
5. Proof of travel health/accident insurance, valid through duration of stay, including:
  - a) minimum coverage of 30,000 Euros or equivalent USD
  - b) transfer of the patient to nearest healthcare facility or residency address after discharge and transfer of body in case of death,
    - Your contract may suffice if it refers to your health insurance coverage.
6. Non-refundable visa fee
  - Visa fees can only be paid in cash or as money order payable to "Turkish Consulate General in Los Angeles". Debit, credit and personal checks are not accepted.  
**Single entry work visa fee: 160.00 USD**  
**Multiple entry work visa fee: 190.00 USD**
7. The contract signed by both parties.
8. The acceptance letter from the company for which you wish to work.
9. Original and a hard copy of your valid residence permit. (*NON-US applicants only*)
  - US tourist visa (B1/B2) holders can only apply for a work visa at their country of residence.
  - If you hold a different type of US visa, you may e-mail us to check your eligibility.
10. Most recent bank account statement. (minimum \$5000 balance)

### After the interview:

- 1- You will receive an e-mail from the Turkish Consulate within the next business day including a reference number.
- 2- You are required to forward that e-mail to your employer as soon as possible as they are required to submit another application to the Ministry of Labor with that reference number.
- 3- Processing of these applications takes approximately 4-8 weeks.
- 4- You will receive another e-mail from the Turkish Consulate once the processing is complete.
- 5- In case of approval, you will either bring your passport to the Consulate or you will mail it.
  - If you would like your visa-issued passport to be returned by mail, a pre-paid envelope must be added. (*Turkish Consulate General in LA is not responsible for any delivery issues*)

### Important notes:

- Your work visa will have 90-day stay only. You must contact your employer about the work permit card which will allow you to stay beyond that period. You may visit <https://e-ikamet.goc.gov.tr> for detailed information about residence permits.
- It is strongly advised for applicants to apply at least two months prior to their intended trip.
- In individual cases, you may be required to provide additional documents.
- The Consulate General cannot expedite a visa application.
- Please do not finalize your travel arrangements until you are notified about the outcome of your visa application.