



FAMILY RESIDENCE PERMIT APPLICATIONS

❖ Documents Regarding the Applicant:

1. Residence Permit Application Form

Must be signed by foreigner and/or his/her legal representative or his/her lawyer with a power of attorney.

2. Photocopy of Passport or Passport Substitute Document and Visa, if any

Photocopy of the pages containing identity information and photo, and photocopy of the pages showing visa information, if any

(The original document must be with you on the appointment day.)

3. Two (2) Pcs Biometric Photos

Must have been taken within the last 6 months, against a white background, biometric and comply with ICAO standards.

4. Documents/Receipts showing that the Residence Permit Fee and Document Fee have been paid

5. Document/Receipt showing that the Single Entry Visa Fee has been paid*

Those who come to Türkiye with visa exemption and apply for a residence permit for the first time within the legal period and those who violate the legal period of stay are required to pay a single entry visa fee for their residence permit applications. Single entry visa fee exempt country groups and foreigners exempt from single entry visa fee are excluded.

6. Photocopy of Marriage Certificate, “Certificate of Identity Register Copy” for those married to a Turkish citizen or a photocopy of the approved document proving marriage (pages containing information, the first 3 pages) (The original document must be with you on the appointment day).

It must be e-signed/signed and sealed/stamped if obtained from Turkish authorities (could also be obtained from Provincial/District Directorates of Registry); it must have a notarized Turkish translation and an Apostille if obtained from abroad. If the applicant is a citizen of a country that is not a party to the Apostille Convention or if the document does not have an Apostille, even if the applicant is a citizen of a country that is a party to the Apostille Convention; the documents in question are required to be approved by the relevant country authorities (approval by the consulate/embassy and Ministry of Foreign Affairs/Turkish Authorities authorized on this issue).

7. Document Showing The Address Registration

7.1. Document of Residence

Current dated “Document of Residence” to be obtained through the e-government system (www.turkiye.gov.tr) and one of the electricity, water, gas or landline telephone bills or subscription agreement for new subscribers.

(Foreigners who will make extension and transfer applications are required to register their addresses. Foreigners who will extend their residence permits and those who will change their province or type of residence permit must submit the “Document of Residence” to the

administration.)

7.2. Document Showing The Place of Residence

One of the following document is considered sufficient:

- If you are staying in your own home, a photocopy of the title deed and document showing the open address information such as house numbering;
- If you are staying in a rental house on a rental agreement, a notarized copy of your rental agreement containing the information of the lessor;
- If you are staying in accommodation places such as hotels proof that you will be staying in these places and a receipt for the payment of the accommodation during the period of the residence permit request;
- If you are staying in a student dormitory, e-signed/signed and sealed/stamped document showing that you are staying in the dormitory;
- If you are staying in a third person's residence, the notarized undertaking of the host

If the host is married, also the notarized undertaking of the spouse.

(For those who are staying with third persons, one of the current dated electricity, water, gas or landline telephone bills or a subscription agreement for new subscribers must be submitted in the name of the person who gives a notarized undertaking to them).

8. National Electronic Notification Address (UETS)

Document showing the national electronic notification address to be obtained from PTT central branches (for extension and transfer applications)

❖ For application made on behalf of the child,

- If the mother and father could not be determined from passport or passport substitute document or national identity card, a certified birth certificate of the child
- In case of divorce, a certified custody document of the child, or in case of a joint child custody or if the other parent has the right to see the child, a certified deed of consent by the other parent
- In case of death of one of the parents, a certified death certificate
- If one of the parents has been declared absent, a certified certificate of absence
- Single parent certificate showing that the other parent has custody of the child born outside the union of marriage

(These documents must be e-signed/signed and sealed/stamped if obtained from Turkish authorities; they must have a notarized Turkish translation and an Apostille if obtained from abroad. If the applicant is a citizen of a country that is not a party to the Apostille Convention or if the document does not have an Apostille, even if the applicant is a citizen of a country that is a party to the Apostille Convention; the documents in question are required to be approved by the relevant country authorities and notarized translation of these documents must be made [approval by the consulate/embassy and Ministry of Foreign Affairs/ or a photocopy of the passport of the mother and/or father authorized in this regard is requested].)

❖ Documents Regarding the Sponsor (shall be present during application)

9. From the sponsor

9.1 If He/She is a Turkish Citizen:

- Original and Photocopy of Identity Card (The original document must be with you on the appointment day.)
- If Married to a Turkish Citizen, "Certificate of Identity Register Copy" with Spouse Information

9.2 If He/She is a Foreigner:

- Photocopy of Passport or Passport Substitute Document (pages containing identity information and photo, and processed pages showing visa information) (for refugees and

subsidiary protection status holders, if any) (The original document must be with you on the appointment day.)

- Photocopy of Residence Permit/Work Permit Document, Blue Card, Refugee or Subsidiary Protection Status Holder Identity Documents (The original document must be with you on the appointment day.)

10. Original of the E-signed/Signed or Stamped/Sealed Document on Having Sufficient and Regular Financial Means Throughout the Stay

Proof of income that covers expenses equal to one-third of the minimum wage for each family member, including himself/herself, not less than the minimum wage in total.

(In case Turkish citizens are the sponsor, written income declaration will be considered sufficient).

11. Valid Health Insurance Covering All Family Members

Insurance period must cover the duration of the intended residence permit. One of the following document is considered 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 Türkiye within the scope of bilateral social security agreements
- E-signed/signed and stamped/sealed provision document to be obtained from the Social Security Institution-SGK
- E-signed/signed and stamped/sealed document regarding the application made to the Social Security Institution to become a general health insurance holder
- Private health insurance policy
- (Please submit the first page of your insurance policy which includes the policy number during application).

12. Criminal Record

- If the foreigner has not been staying in Türkiye for the last 5 years; it could be obtained from his/her own country authorities (It is recommended to apply for this document at least 3 months before application in case that it takes a long time to obtain), or if the foreigner has been staying in Türkiye for the last five years, from the Turkish judicial authorities/e-government system.

- If the foreigner has been staying in Türkiye for the last five years, a criminal record from Türkiye will be accepted.

(Criminal record must be e-signed/signed and sealed/stamped if obtained from Turkish authorities; it must have a notarized Turkish translation and an Apostille if obtained from abroad. If the applicant is a citizen of a country that is not a party to the Apostille Convention or if the document does not have an Apostille, even if the applicant is a citizen of a country that is a party to the Apostille Convention; the documents in question are required to be approved by the relevant country authorities [approval by the consulate/embassy and Ministry of Foreign Affairs/Turkish Authorities authorized on this issue are required].)

13. Biometric Photo

1 biometric photo of the sponsor.

INFORMATION

✓ Foreigners who will stay in Türkiye longer than visa or visa exemption or who will extend their existing residence permits must apply for one of the residence permits specified in Article 30 of the Law No. 6458 on Foreigners and International Protection.

✓ Foreigners who will work in Türkiye must apply for a work permit within the scope of the International Labour Force Law No. 6735, and those who are granted work exemption must apply for the work permit exemption specified in Article 48 of the Regulation on the Implementation of the aforementioned Law. Residence permit does not provide the right to work in Türkiye.

✓ In residence permit applications, the contact information of the foreigner must be submitted completely and accurately. In order for the residence permit applications to be evaluated, the documents related to the application must be submitted completely on the appointment day and time.

✓ In the second part of the Law on Foreigners and International Protection, the conditions regarding the residence permit are regulated and it is mandatory to apply for a residence permit suitable for the purpose of stay, and the residence permit applications of those who cannot justify the purpose of stay will be evaluated negatively in accordance with the provisions of the legislation.

✓ Additional information or documents may be requested by Provincial Directorates of Migration Management in the evaluation of residence permit applications.

✓ Sanctions will be imposed on those who provide false information or statements within the scope of the relevant legislation provisions.

✓ Address registration is mandatory in extension and transfer applications, and address registration transactions must be carried out within 20 working days following the approval of the residence permit in the first applications.

