



SHORT TERM RESIDENCE PERMIT REQUESTED DOCUMENTS

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

2. Photocopy of passport or passport substitute document (pages containing identity information and photo and pages processed) (The original document must be present ED on the appointment day.)

3. Four (4) pcs biometric photos (must have been taken within the last 6 months, against a white background and biometric)

4. Statement on having sufficient and regular financial means throughout the stay (shall be stated in the Application Form. Administration may request supporting documents from applicant.)

5. Documents/receipts for the payment of residence permit fee and card fee

6. Valid health insurance (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 Turkey 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** (Provision documents to be obtained from SGK must cover both the sponsor and family members for family residence permits.)

* **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** (Please submit the signed and stamped/sealed original of your insurance policy during application!)

7. Document showing the registration in the Address Registration System

(In case of registration in the address registration system)

E-signed/signed and stamped/sealed **“Residence Document”** to be obtained from

provincial/district directorates of registry or e-government system
(www.turkiye.gov.tr)

8. Document of Residence

(One of the following document is considered sufficient.)

* If you are staying in your own home, **a photocopy of the title deed**; ("residence document" is sufficient for extension applications.

* If you are staying in a rental house on a rental agreement, a **notarized copy of your rental agreement**

* 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)

* If you are staying at a hotel, etc. **proof of your stay in these places.**