



## VOYA VISA PRE-APPLICATION FORM

Please visit our website for the required documents list which you need to bring to your appointment to avoid any delay or cancellation of your appointment. Please fill up individually including applicants under the age of 18.

### PERSONAL INFORMATION

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1. NAME:
2. SURNAME:
3. COUNTRY OF BIRTH:
4. DATE OF BIRTH:
5. MOTHERS FULL NAME:
6. FATHERS FULL NAME:
7. MARITAL STATUS:
8. IF YOUR SPOUSE IS A TURKISH CITIZEN PLEASE PROVIDE TC KIMLIK NUMBER:
9. WHAT IS YOUR JOB TITLE?

### CONTACT INFORMATION

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10. PHONE NUMBER:
11. EMAIL ADDRESS:
12. HOME ADDRESS:  
  
POST CODE: CITY:
13. HAVE YOU OVERSTAYED IN TURKIYE? YES NO
14. HAVE YOU EVER RECIEVED A BAN FROM TURKIYE? YES NO

I CONFIRM THAT THE INFORMATION I HAVE PROVIDED ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, I UNDERSTAND THAT THE POSSESSION OF A VISA DOES NOT ENTITLE ME TO ENTRY TO THE REPUBLIC OF TURKEY UPON ARRIVAL AT THE PORT OF ENTRY.

SIGNATURE:

DATE:



TÜRKİYE CUMHURİYETİ  
İÇİŞLERİ BAKANLIĞI



T.C.  
İÇİŞLERİ BAKANLIĞI  
GÖÇ İDARESİ  
BAŞKANLIĞI

## UNDERTAKING AND INFORMATION FORM FOR ENTRY TO TURKEY

### PERSONAL INFORMATION

Name	
Surname	
Nationality	
Date of Birth	
Passport Number	
Visa Application Number	
Date of Arrival in Our Country	

- Visa provides the right to stay in Turkey **limited only to the duration of the visa**.
- Visa does not provide absolute right to enter Turkey.
- Those who do not have a passport or passport substitute document with a validity of **at least 60 days** from the end of the visa validity period will not be allowed to enter Turkey.
- The duration of stay in Turkey provided by visa cannot exceed **ninety days** in every **one hundred and eighty days**.
- If there is a suspicion that foreigners arriving at the border gates are among those who shall be refused to enter Turkey, a **comprehensive control process** is carried out by the law enforcement unit responsible for entry procedures.
- A person who comes to the border gates in order to enter the country or to transit through the country, but who is not allowed to enter the country or transit through the country because he/she does not meet the requirements sought in the legislation, is considered within the scope of the **inadmissible passenger**.
- **Deportation Decision** is taken against the foreigners who do not have the right to stay in our country, in order to remove them from the country. *(Please pay attention to the rules of stay in our country, so that this decision is not taken regarding you.)*
- **Visa does not provide the right to work**. If you want to work in our country, you must apply for a **working visa** from the representations of the Republic of Turkey in the country of which you are a citizen or legally located, and this request must be approved by the relevant departments.
- Visa for tourism purposes is valid for touristic trips to our country.
  - **The residence permit applications** of foreigners who apply for a **residence permit** for tourism purposes by entering our country with visa **will not be accepted** (except for those who provide sufficient and regular income with travel plan, and who apply for the family reunification).

I HAVE READ and UNDERSTOOD the information given above. I DECLARE that all the information I have provided is accurate and complete, and I UNDERTAKE to leave the Country's land before the expiration of the visa.

Name-Surname

Signature



**TURKIYE VISA APPLICATION CENTRE**

## **TERMS AND CONDITIONS**

I understand and accept in advance that, even if my visa application to Turkiye is approved and my visa is issued, entrance to Turkiye will be allowed according to the decisions of the Government of the Republic of Turkiye. The entry conditions is totally the competence of the Turkish Authorities. For that reason I understand that Visa total fee and other services I recieved Travel insurances, Hotel and Flight Reservation will not be refunded. In this context, I accept that I will not be able to use my valid visa until the borders are opened. I accept that I have to submit a new application and re-submit the required documents. I accept and acknowledge in advance that I will provide the additional documents that may be required by the missions of the Republic of Turkiye during or after the visa application process.

I understand that the visa application process may take up to 30 days or 6 weeks or longer if needed extra security check via Turkish Government and Voya Visa cannot speed up this process and is not responsible for how long it takes for the permission to be granted. I am aware of that Voya Visa is an intermediary institution and has no responsibility in the visa decision process. All visa decisions belong to Turkish Consulate General and / or any relevant Turkiye Authorities. I understand that only Turkish Consulate General or any relevant Turkiye Authorities has the authority to approve visa applications and Voya Visa is not responsible if my visa application to Turkiye is rejected or any decision that has been resulted by the Turkish Consulate General and / or any relevant Turkiye Authorities and I confirm that all documents which I have provided to the Voya Visa Office and the Turkish Government are all under my responsibility whether they are accepted or not and I will not be issued a refund.

I am responsible to determine whether I want to proceed or not before I attend. I understand that I will not be refunded if I decide to cancel my application process once my application has been submitted to the Turkish Consulate General. I will not be refunded and will need to pay for Flight, Hotel and Travel Insurance Services, even if I decide to cancel my application.

I confirm that all the documents provided are original, accurate and genuine. I am solely responsible for any impact on the outcome of my visa application due to submitting any incomplete, incorrect or fake documents. Voya Visa shall not be responsible for any loss arising from the Clients failure to respond to any requests or information or documents or any failure to provide information which may affect the clients application. I confirm that all of the documents I have submitted is scanned and uploaded by the Voya Visa Office then sent to the Turkish Consulate/Government, I am also aware that all documents which I have provided are physically given to the Turkish Consulate/Government. I confirm that Voya Visa did not take any original documents (except my passport/travel document) and only taken the copies of my documents which I have provided them, I am fully aware and confirm that these are all recorded.

Submitting the following documents is not an assurance for getting my visa granted. The Turkish Consulate has the right to decline the visa request and also has the rights to decide the visa type they wish to issue different from what I have requested as written within my application form (such as duration of stays, single or multiple entry) without providing any explanation. When applying for my visa I accept all of the following circumstances and changes which the Turkish Consulate/Government has the right to make when deciding on my visa application.

I understand that irresponsible and inappropriate behaviour will result in declining the visa application process and understand that the Police may be involved if I disrupt the premises and cause an unsafe environment for other Citizens and Clients. This cause is to ensure the safety of all Citizens.

I understand that I must collect my Passport or Travel Document from Voya Visa and that they do not provide posting services. I understand that any kind of postage services will be my responsibility to collect and that Voya Visa is not responsible after delivery, even if it is lost.

I have been informed very well that if I do not receive any passport collection number on the day of my appointment, this means that my passport / travel document was given back to me. If I received a passport collection number on the day of my appointment, I or authorised person will have to bring my physical passport collection number with when collecting my passport. I accept that if I cannot submit my original collection number to collect my passport / travel document, Voya Visa will not have any responsibility for my passport / travel document. Due to security reason I am the only person who can collect my passport from Voya Visa. If I am not available to collect my passport, I should give consent letter on the date I applied for Turkish Visa that is signed by me at the Voya Visa Centre which mentions the authorised persons full name.

I confirm that it is my responsibility to check the details of my visa after receiving my passport from Voya Visa (such as the full name, travel dates, duration of period, single or multiple entry), and I have been informed by Voya Visa that I should not plan my trip before obtaining my visa, and it is my full responsibility to plan my trip based on this information.

I observed and accept that I have checked carefully including my personal details which I have provided within the Turkish Governments application form stated are all correct. I take all responsibility for any errors/mistakes made. I have read and understood and I accept all of the information mentioned above within the terms and conditions.

**Applicants Full Name:**

**Date:**

**Signature:**

PLEASE FIND GENERAL TOURIST VISA TYPES INFORMATION FOR THE NECESSARY DOCUMENTS AND YOU ARE ADVISED TO CHECK OUR WEBSITE GIVEN BELOW FOR FURTHER DETAILS FOR OTHER KIND OF VISA TYPES.

VOYA VISA WEBSITE [www.voyavisa.com](http://www.voyavisa.com)

## REQUIRED MANDATORY DOCUMENTS

### 1. PASSPORT AND TRAVEL DOCUMENT

You must physically bring in your Travel Document or Ordinary Passport along with the copies of the ID page of your Travel Document or Ordinary Passport.

**Settlement status/validity page** must be printed out which you can get from **gov.uk website** that shows sufficient validity if you have an Ordinary Passport. Your Ordinary Passport and settlement status must be valid for 6 months beyond from the date you apply for Turkiye visa. If you have a Travel Document, it must be valid for 6 months beyond from the date you leave Turkiye.

**Note: If you hold a Travel Document you do not need to bring in your settlement status.**

### 2. FORMS

Please fill up the forms **electronically** (not with a pen) and sign the application form and then print them along with the Terms and Conditions and Entry Form documents that you can find within this link <https://voyavisa.com/index.php/appointment-and-account/>, or you will find the link in the appointment confirmation email which you will receive after you have made an appointment.

When you come to the visa appointment, you must submit these documents along with your passport and other necessary documents.

### 3) ONE RECENT PHOTOGRAPH OF THE APPLICANT

From at least 6 months ago.

It must be **BIOMETRIC**, undamaged and clear, with a white background.

### 4) PROOF OF INCOME

- If you are working, last recent 2 months' **Payslips**,
- If you are self-employed, **Accountant Letter** that is **signed by an Accountant or Solicitor**, (should be mentioned that you are **self-employed** and **monthly** or **yearly income**). Documents such as **Tax return** and **P60 will not be accepted**.
- If you are not working, **Universal Credit, Student Finance, Pensions, Allowances** is needed.

### 5) LAST 6 MONTHS' BANK STATEMENTS

- **Up to 10 days duration of stays: Balance** must be at least **£400 in your bank statement**.
- More than 10 days duration of stays: **Balance** must be calculated for extra **£40** for each day per person.
- The statement should show your full name, home address, the date and the end balance.

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+ If a family member is sponsor for the traveller due to the applicant not having enough amount in their Bank Account,

- A signed Sponsorship Letter confirming that all costs will be covered by the individual. (Only spouse, parent, child or sibling can be sponsor for each other). Please provide evidence such as proof of address, marriage certificate.
- ID copy of the individual who is sponsoring.
- Last 6 months of Bank Statement
- Last 2 months of income of the person who is sponsoring (please check criteria 4 –Proof of Income)
- For detailed information about what documents you can bring in as proof of income (please check criteria 4 - Proof of Income).

### 6) FLIGHT RESERVATION

It must include both departure and arrival tickets and make sure that your travel dates are at least 30 days later from the day you apply for a visa and the earliest that you can apply for a visa is within 60 days before your travel date. Please ensure that your flight reservations includes free cancellation. Do not pay your flight tickets before you grabbing your visa.

### 7) HOTEL RESERVATION

Hotel reservation must include the applicant's name. Please ensure that your hotel reservations includes free cancellation. Do not pay your hotel reservations before you grabbing your visa.

- If you are being invited to stay with a relative or a friend, they must provide a signed **Invitation Letter** with their contact details, **a copy of their ID**, and a copy of their **Utility Bill or Rent Lease**.

\*\*\*ATTENTIONS\*\*\*

- **FOR MEDICAL APPLICATIONS:** Additional to the above documents you must bring detailed medical invitation letter from the hospital that is letterheaded including the hospital's address and contact details, along mention your treatment/surgery name and which date you are going to have the treatment/surgery with doctor's name and signature along with the hospital's stamp and any follow up appointment details must also be included. **Any medical letter without these above will not be accepted due to Turkish Government rules.**
- **FOR CHILDREN UNDER 18:** Additional to the above documents you must bring original and a copy of the **BIRTH CERTIFICATE** is a must, if it is not in English it must be translated into English. Both parents 'copies of IDs'. Both parents must be present during the interview for signatures. Please check our website for more details.
- **TRAVEL INSURANCES** are only accepted which is made via at Voya Visa office when you attend for a visa, by the decision of the Ministry of Foreign Affairs of the Republic of Turkiye. **ALL OTHER TRAVEL INSURANCES WILL NOT BE VALID** For that reason, please do **NOT** bring Travel Insurance with you.
- Documents must be original copy. Screenshots are not accepted as they are not official document.
- Additional documents may be required.
- Standard service fee starts from £216.80 and VIP service fee/walk in service fee starts from £372.80. Other visa fees may vary depending on your application, please check our website for detailed information.
- This required mandatory document checklist is for tourist visas only, in order to check detailed information of other types of visas please visit our website [www.voyavisa.com](http://www.voyavisa.com).

For Enquiries: [uk@voyavisa.com](http://uk@voyavisa.com) To Send Documents: [files@voyavisa.com](mailto:files@voyavisa.com) For Appointments: [www.voyavisa.com](http://www.voyavisa.com)

T: +44(0)207 207 63 66 FROM MONDAY TO FRIDAY 9.00AM TO 2PM

DUE TO HIGH CALLS WITHIN OUR PHONE LINES PLEASE DO NOT HESITATE TO EMAIL US FOR YOUR ENQUIRIES WILL RESPOND WITHIN 24 WORKING HOURS.

VOYA VISA CENTRE ADDRESS: 110 KINGSLAND ROAD, E2 8DP, LONDON UK.