

Business Meeting/Conference

You must bring all the necessary documents with you when you attend your appointment. Otherwise, we can't take your application.

REQUIRED MANDATORY DOCUMENTS

1. PASSPORT AND TRAVEL DOCUMENT

- Your passport or travel document must be valid for at least 6 months beyond the date you leave Türkiye.
- If you have an ordinary passport, your BRP (Biometric Residence Permit) card must be valid for 6 months beyond the date you apply for a Türkiye visa.
- Please ensure you bring your original BRP card, a photocopy, and a settlement status reference printout from the gov.uk website showing sufficient validity if you have an ordinary passport.

2. FORMS

Please make sure fill up forms (1) Pre Application Form , 2) Terms and conditions , 3) Undertaking and Information Form for Entry to Turkey **electronically**, then print out and sign them and bring with other required documents.

You can find the forms within this link

<https://voyavisa.com/index.php/appointment-and-account/> or you may find out forms within the link in Appointment Confirmation Email that you will receive after you made an appointment.

3. ONE RECENT PHOTOGRAPH OF THE APPLICANT

- The photograph must have been taken within the last 6 months.
- It must be biometric, undamaged, clear, and have a white background.

4. INVITATION LETTER FROM THE COMPANY IN TÜRKİYE AND COMPANY IN THE UK

You must provide an invitation letter from both the company in Türkiye and the company in the UK, each on their official letterhead.

- Both letters should include matching details, such as the business meeting subject/title, the specific dates of the business meeting, and each company's contact information.
- The letters must be signed and the information provided must be consistent across both documents.

5. PROOF OF INCOME

- If employed: Provide your most recent 2 months' payslips.
- If self-employed: Provide a letter from your accountant or solicitor, confirming your self-employed status and monthly or yearly income. Tax returns and P60 forms are not accepted.
- If unemployed: Provide evidence of Universal Credit, student finance, pensions, or other allowances.

6. LAST 6 MONTHS' BANK STATEMENTS

- For stays up to 10 days: The balance must show at least £400.
- For stays longer than 10 days: An additional £40 per day is required for each person. For example, if you are staying up to 30 days in Türkiye you must have at least £1200 within your bank account.
- The statement should display your full name, home address, date, and closing balance.

If Sponsored by a Family Member:

- If a family member (spouse, parent, child, or sibling) is sponsoring you, they must provide a signed sponsorship letter confirming that they will cover all costs.
- Evidence such as proof of address or marriage certificate is required.
- Include a copy of the sponsor's ID, their last 6 months of bank statements, and the last 2 months of their income (see "Proof of Income" above).

7. FLIGHT RESERVATION

- The reservation must include both departure and return tickets.
- Ensure your travel dates are at least 30 days after your visa application date. You can apply for a visa no earlier than 60 days before your travel date.

- Your flight reservation must allow for cancellation without penalty.

8. HOTEL RESERVATION

- The reservation must include the applicant's name and match the travel dates on your flight tickets.
- Ensure the hotel reservation is cancellable without penalty.

If Staying with a Relative or Friend:

- A signed invitation letter from your host with their contact details, a copy of their ID, and a copy of a utility bill or rent lease is required.

IMPORTANT NOTES:

- Travel insurance must be purchased through the Voya Visa office when you attend your visa appointment. Other travel insurances are not accepted, as per the decision of the Ministry of Foreign Affairs of the Republic of Türkiye.
- Documents must be original copies. Screenshots are not accepted as they are not official documents.
- Additional documents may be required.
- Standard service fees start from £217, and VIP/walk-in appointment service fees start from £373. Other visa fees may vary depending on your application. Please check our website for detailed information.

*If you need any further information, please do not hesitate to contact us via email: [**infouk@voyavisa.com**](mailto:infouk@voyavisa.com)*