

Checklist for visas to participate in Research / Education / Cultural / Sport event

No	Documents Required	Yes	No
1.	Visa application form (fulfilled and signed personally by the applicant). If the applicant is a minor, signature(s) of the legal guardian(s) is required.		
2.	Biometric photo, 35x45 , color, background must be white, the picture is not th photographed more than 6 months. Women should not have a scarf on his head - facial contours, neck and ears must be visible.		
3.	Original dekont for a visa fee submitted on behalf of the Consulate in Garanti bank (names and/or passport number of the applicant must be written).		
4.	<p>For cultural events: Invitation from organiser of the event/NGO/the contract concluded by the cultural service provider or/invitation to creative work.</p> <p>For sporting events: Invitation from the sports club/sports federation or/accreditation confirming the participation in the sport event. Certificate from the sending sports club or sport federation.</p> <p>For study purpose: Invitation letter confirming the admission to the course from educational establishment in Bulgaria.</p> <p>For EU education / training / research programmes: Letter of invitation from the university or research centre and confirmation of participation from Turkish educational establishment.</p> <ul style="list-style-type: none"> • If place of stay is not provided by the hosting company, applicant must provide a hotel reservation. 		
5.	<p>Documents showing how costs will be incurred for the trip, for example:</p> <ul style="list-style-type: none"> - Evidence of sufficient funds available during the stay - bank account issued in last 15 days(at least 50 euro per day besides the cost of hotel and flight reservation) minimum amount 500 euro (or equal in any other currency), and showing all transactions for the last 3 months. - If employed, income for the last 3 months. 		
6.	Extract of Turkish family book showing place of residence, family link, civil status, parents, spouse, children and siblings. For non turkish citizens – valid resident permit will be required. Historical address record.		
7.	Dormitory entry and exit document.		
8.	<p>The following documents regarding the applicant’s personal situation shall be presented by either of the categories:</p> <p>If Applicant is employed:</p> <ul style="list-style-type: none"> - letter from employer and / or approval for leave (Certificate of employer: signed by Turkish employer and bearing the seal of the workplace, indicating the address and contact telephone number, position and salary rate). - SGK (social security) registration document and SGK "hizmet dokümü". <p>If Applicant is a Farmer: Farmer certificate issued by Chamber of agriculture.</p> <p>If Applicant is employed by or owner of a private company:</p> <ul style="list-style-type: none"> - Copy of the company registration in chamber of commerce and copy of the bulletin of the trade register. - Tax registration certificate of the Company. <p>If Applicant is retired: Proof of pension (either bank account or pensioner booklet)</p> <p>If applicant is a student: Student certificate (Öğrenci Belgesi)</p> <p>For minor applicant (age under 18):</p> <ul style="list-style-type: none"> - Written parental consent in original. Document should be verified by a Notary Public in Turkey. This condition shall not apply, if the travelling parent or legal guardian is a single parent or holds the parental authority alone. 		
9.	Airline reservations or documents showing the transport plan.		
10.	Passport or other travel document and copies of all the pages with stamps and visas and the last page with personal information. The passport should be valid at least a further six (6) months after the date of expiry of the visa. The passport must be issued within the last 10 years and shall contain at least two blank pages.		
11.	Travel Health insurance for traveling abroad amounting to 30,000 euros, which covers the actual date of travel and return date in Bulgaria.		

ATTENTION:

The Consulate General of Bulgaria has the right to ask for any other additional documents it considers necessary, may call the applicant for an interview, and has a contractual right of refusal. In all cases the visa fee is non-refundable.

Applicant's name, surname and signature

VFS Staff name, surname and signature

Notes:

