

## Checklist for Transit Visa

No	Documents Required	Yes	No
1.	<b>Visa application form</b> (fulfilled and signed personally by the applicant). If the applicant is a minor, signature(s) of the legal guardian(s) is required.		
2.	<b>Biometric photo, 35x45</b> , 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.	<b>Visa fee:</b> The visa fee is paid in cash and Euros at the application centre. (90€) - 0- 12 years old for visa fee is free.		
4.	<b>Personal Petition:</b> Contains the situations you want to explain or convey regarding your visa application.		
5.	<b>If the applicant is under 18 years of age:</b> Notarized consent from the parent or parents who not applying for a visa		
6.	- <b>Copy of visa</b> from country of destination (if required). - If an applicant can enter without visa it's necessary to submit <b>documents confirming his/her purpose of travel</b> , e.g. invitation, hotel booking, real estate documents, etc. at the country of destination.		
7.	<b>If the applicant is an employee:</b> Permission letter written on letterhead and signed by the employer,Employment declaration, SGK service statement,last 3 months salary slips <b>If the applicant is a company owner:</b> Tax Certificate,Signature circular,Chamber of Commerce registration/Activity certificate,Copy of the Trade Registry Gazette <b>If the applicant is retired:</b> Document proving retirement salary (bank account statement or e-government retirement certificate) <b>If the applicant is a student: Student Certificate</b> <b>If the applicant does not have an income;</b> A sponsor's petition stating that all expenses will be covered and documents proving that they can cover their expenses during the trip (Bank account statement, business documents.)		
8.	Documents showing how costs will be incurred for the trip, for example: - Evidence of sufficient funds available during the stay - <b>bank account</b> (at least 100 euro(or equal in any other currency) per day besides the cost of hotel and flight reservation) - Bank account transactions last 3 months		
9.	Extract of <b>Turkish family book</b> showing place of residence(if not – adress registration will be required), family link, civil status, parents, spouse, children and siblings.		
10.	<b>Travel Health Insurance:</b> Must cover the required visa period and be valid in the Schengen area with a minimum coverage of 30,000 Euros.Travel Health Insurance should be minimum at 3 months.		
11..	<b>Passport</b> 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.		
12.	<b>Residence permit for non-Turkish citizens:</b> The residence document issued by the Republic of Turkey for foreign applicants must be valid for at least 3 months after the date of return from 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.

### REMINDERS:

o You must print out the appointment slip when you come to our offices. If the passport number does not match the passport number on the appointment slip, your application may be rejected.

Applications must be submitted at least 15 days before the travel date.

Applicant's name, surname and signature

VFS Staff name, surname and signature

Notes:

