



| Supporting documents to apply for a Schengen visa BUSINESS VISA | |
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| 1.- Application form (original and photocopy) fulfilled with capital letters, and signed by the passport holder. In case of minors, it must be signed by the person exercising parental authority or legal guardianship. (LINK WITH THE APPLICATION FORM) | |
| 2.- One biometric photograph | |
| 3.- Passport (and in its case, older ones) and photocopies | |
| 4.- Travel insurance for the whole stay and a minimum coverage of 30,000€. It must cover all costs of repatriation in case of decease or serious illness and emergency medical assistance or emergency hospital care during their stay or stays in the territory of the Member States. Insurances must have a minimum validity of 7 days. The Consular Section advises travelers to get insurances with at least the total period of the trip +2 days. | |
| 5.- Flight or travel reservations or other proof of intended transport | |
| 6.- For attendance to a fair the entry card or documents about participation | |
| 7.- For attendance to a company's meeting, the invitation letter of the company where it explains the reasons of the conference. | |
| 8.- Proof of sponsorship and/or accommodation: Invitation or guarantee according to national legislation (see the information and downloadable forms on the websites of Member States' embassies and consulates). | |
| 9.- The following documents shall be presented by either of the categories: 9.1.- If the applicant is employed : letter from employer and/or approval for leave and SGK (social security) registration document and SGK "hizmet dökümü". 9.2.- If the applicant is a farmer : farmer certificate issued by chamber of agriculture 9.3.- If applicant is employed by or owner of a private company : company registration in chamber of commerce and copy of the bulletin of the trade register and statement of taxes payment. 9.4.- If the applicant is retired : proof of pension (bank statement or pensionist card) | |



9.5.- If the applicant is a **student**: studies' certificate (Öğrenci Belgesi)

9.6.- If the applicant is **under 18 years old** and travels alone or with only one parent or legal tutor: parents' notarial declaration (this requirement will not apply if the traveling parent is part of a single-parent family or owns unique parental authority).