

Angaben zum Reisenden / Traveler data (pro Auftrag ist nur ein Auftragsformular nötig/Per order only one visa request form is required)

Reiseland/Country to Visit

Anzahl Einreisen/Nombre of Entries

Business - Tourist - Technical

Nachname/Last Name

Vorname/First Name

Nationalität/Nationality

Email

Telefon/Phone

Angaben AssistentIn/Assitant data (falls zutreffend/if available)

Nachname/Last Name

Vorname/First Name

Email

Telefon/Phone

Handy Nr./Cell phone

Rechnungsadresse / Billing address

Firmenname/Company Name

z.Hd./Attention to

Rücksendeadresse / Passport return address

Firmenname/Company Name

z.Hd./Attention to

falls zutreffend/if available

Genaue Adresse/Exact Address

Genaue Adresse/Exact Address

Auftragsnummer/Kostenstelle/PO-Number/Cost Center

Rücksendung Pass/Return address for passport

☐ Gleiche Adresse wie Rechnungsadresse/Same address as billing address

Aus administrativen Gründen verlangen wir Kreditkartenzahlung bei Privatpersonen.
For administrative reasons we require credit card payment for private persons.

Zahlung/Payment

☐ Rechnung/Invoice

☐ Kreditkarte/Credit Card

Kreditkarten-Nummer

Creditcard number

MM/JJ

Expiry Date

Datum des Auftrags/Date of Request

Pass zurück bis/Passport returned until:

please avoid sunday as returning date

Wählen Sie die Rücksendung/Select Return Shipment (gilt nicht für eVisas/not valid for eVisas)

☐ Swiss Post Registered A-Post next working day (Monday-Friday) - CHF 9.00

☐ Swiss Post Registered EXPRESS next day (Monday-Saturday) - CHF 22.00

☐ DHL Courier Standard next working day (Monday-Friday) - CHF 18.50

☐ DHL Courier Rapid next working day (Monday-Friday) - CHF 23.50

☐ Courier - price on request

☐ Courier International - price on request

Mit diesem Auftrag erkenne ich die allg. Geschäftsbedingungen der Consular Service Fly GmbH an.
 With this order I accept the general terms and conditions of Consular Service Fly Ltd.

Required documents: Turkey - Work

Validity of Visa:

30 days / 1 Year

Max. Duration of stay:

30 days / 90 days

Permitted entries:

1x/multiple

- Our Visa Request Form
- Questionnaire PDF - (the online application form will be filled by us)
- Scan of passport, valid at least 6 months beyond return date, good quality, colored
- If non-Swiss - Copy Swiss residence permit B or C
- 2 passport photos 4,5 x 3,5 cm - good quality, colored, white background, not older than 4 months (The photos can also be sent to us digitally in jpg format + CHF 10/photo)
- Flight ticket
- Hotel reservation for the entire stay
- Invitation letter: With company stamp, signature, indication of place of activity - Copy/scan sufficient (colored, good quality) - required language: english
- Employer's letter (letter of assignment with cost coverage and confirmation of employment) - Copy/scan sufficient (colored, good quality) - required language: english
- Additional documents: Travel insurance covering Turkey

Submission procedure: The applicant must generally appear in person at the visa centre/embassy. The appointment is booked by us. The applicant is required to bring the documents requested in this checklist in person to the appointment at the visa center/embassy. Do not send us these documents by post! However, to verify in prior, you can send it to us by e-mail.

Processing time standard application 4 working weeks

Processing time express application not available

Processing time urgent application not available

Travelling country

Visa type

Fill out the form completely on your PC. Processing may be delayed if information is missing. The form does not need to be signed.

Surname and first name				
	<i>Surname</i>		<i>First name</i>	
Single name (if applicable)				
	<i>Surname</i>		<i>First name</i>	
Address				
	<i>Street / no.</i>		<i>Post code / Place</i>	
Phone and email				
	<i>Phone</i>		<i>Email</i>	
Nationality				
	<i>Nationality</i>		<i>Nationality at birth (if different)</i>	
Birth place and birth country				
	<i>Place</i>		<i>Country</i>	
Civil status	☐ single ☐ divorced ☐ married ☐ widowed			
Spouse				
	<i>Surname</i>	<i>First name</i>	<i>Birth date</i>	
	<i>Nationality</i>	<i>Birth place</i>	<i>Birth country</i>	
Employer				
	<i>Company name</i>		<i>Occupation</i>	
	<i>Street / no.</i>		<i>Post code / Place</i>	
	<i>Phone employer</i>		<i>Supervisor Surname/First name</i>	
Visa selection	☐ Tourist ☐ Business ☐ Technical/Work			
Intended travel dates to				
	<i>Date of arrival</i>	<i>Date of departure</i>	<i>Duration of stay in days</i>	
Point of entry / exit				
	<i>Point of entry</i>		<i>Point of exit</i>	
Inviting organisation				
	<i>Company name</i>			
Inviting person				
	<i>Surname</i>	<i>First name</i>	<i>Relationship to the invit. person</i>	

Details of the inviting
organisation/person

Street / no.

Post code / Place

Phone

Email

Have you ever been granted
a visa ?

☐ yes ☐ no

Type of visa

No. of visa

Issuance place

Issuance date

I confirm that the information provided is correct and complete.
I have never been refused entry to or any other country.
I have never been convicted of a criminal offence.

Consular Service FLY