

WORK PERMIT APPLICATION

Applying For A
☐ Permit ☐ ID Card ☐ Renewal ☐ Replacement

Identification Information
Foreign passport? ☐ Yes ☐ No
License permit? ☐ Yes ☐ No
Non-student ID card? ☐ Yes ☐ No

Your Personal
Full Last Name: _____
Full First Name: _____
Date of birth: ____/____/____ Gender: ☐ Male ☐ Female
Nationality: _____

ID card number and Details
I hold the Identification Card for Residents of this card
Date of Expiration: ____/____/____ Type of License: ____ Out-of-State License ID No: ____

Your Personal Details
Height: ____ cm Eye color: ____
Email Address (optional): _____
Status: ☐ Single ☐ Married ☐ Divorced
Others: _____

Contact Details
Home Phone No: _____
Mobile Phone No: _____
Fax No: _____

Address where you live
Unit No: _____ Street No: _____ Street: _____
Neighborhood: _____ City: _____ State: _____ Province: _____
Country: _____

Social security number (SSN): _____

1. Do you wear glasses or contact lenses?
2. Do you have a physical or mental condition?
3. Have you ever had a seizure, blackout, or so on?
4. Do you have a physical condition which may...
5. Have you ever had a seizure, blackout, or so on?
6. Have you been convicted within the past five...
7. Have you resulting from your operations of...

Applying for a Work Permit In Turkey

Requesting a Work Permit In Turkey

In this post, we have addressed the following: what a work permit is, how to get one, how to apply from overseas and domestically, the conditions, the required papers, the cost, and commonly asked questions. We advise you to study the full essay since every element is crucial.

What is a Turkish Work Permit?

Any foreigner who wishes to work in the Republic of Turkey must get a work permit from the Ministry of Labor and Social Security. This permits the individual to work and remain in the country. In Turkey, it is illegal for a foreigner without a work permit to work in any industry, and this scenario has been related to a variety of fines.

Possessing the ability to regulate foreigners working inside the country's borders and conducting the appropriate tests and queries about the foreign worker is also a security-critical aspect of a permit system.

How Can I Get a Work Permit in Turkey?

Work permits are available both locally and internationally. Nevertheless, the processes for domestic and international purchases differ. A foreigner who wishes to receive a work permit from abroad must first submit an application for a work visa to the Consulate or Embassy of the Republic of Turkey in his present place of residence.



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The foreign national's passport, a petition for a work permit, a picture, and a copy of the employment contract are necessary for the work visa application. The relevant paperwork are discussed in full below.

Applying from Overseas for a Work Permit in Turkey

If the work permit is to be requested from abroad, the foreigner must first submit an application for a work visa to the Turkish consulate or embassy in that country. After this application, the employer in Turkey or the attorney to whom the power of attorney was granted must supply the following: Within ten working days, the foreigner who applied for a work visa online must apply for a work permit using the supplied reference number. In response to the employer's e-government application, all necessary papers are given in person or by mail to the Ministry within six business days.

Under the subheading "Documents Needed for Work Permit," we have outlined in full all of the necessary paperwork.

As a consequence of the employer's online application in Turkey, the Ministry of Labor and Social Security evaluates the employee's and employer's supplied information and documents. As a consequence of these checks, missing papers are sought from the employer if any are discovered.

With the collecting of all papers, the Ministry conducts examinations and, if deemed necessary, seeks the advice of other authorities before deciding whether to accept or deny the application.

The foreign worker must pay the work visa fee to the Foreign Representation and acquire the visa when the work permit has been authorized. Nevertheless, the foreign worker may only enter the Republic of Turkey for up to 180 days.

Requesting a Work Permit from Domestic (in Turkey)

To work in Turkey and receive a work visa, a foreigner does not need to apply to Turkish authorities overseas if he or she is already in the country. Nevertheless, in order to receive a work permit, the foreign citizen must have a valid residence visa for at least six months. You may read our article named "Residence Permit" for more information regarding the residency permit.

If the foreign worker has a residence visa valid for at least six months, the Turkish employer must apply for a work permit using the online system. As a consequence of this employer's online application, all necessary papers are presented in person or by mail to the Ministry within six business days.

The phases that follow this phase are the same for all processes, as stated in the preceding title. The Ministry performs and complete the appropriate exams.



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Application for Work Permit and Conditions

Employers submit work permit applications for foreign workers through e-government to the Ministry of Labor and Social Security. Using the reference number provided when he applies for a work visa at the Consulate or Embassy of the Republic of Turkey, the foreign national may apply for an employer's work permit abroad.

In addition to the application for approval submitted by the employer, the Ministry also receives information and documentation regarding the foreign national. The needed paperwork for the employer and the foreign employee differ. In order to conduct a healthy application procedure, it is essential to provide correct and full documentation. Upon the acceptance of the application, the foreign worker receives the work permit card.

The work permit paperwork is sent to the foreign worker by Cargo, and its status may be monitored online. This permission card provides proof that the foreign national has been granted legal status as a foreign worker.

The employer must complete the employee's insurance processes via SGK within 30 days of the foreign worker's employment start date, if the worker's application is granted and he or she begins work.

Not every foreigner seeking employment in Turkey will possess a work visa. Foreigner work permits are subject to a variety of criteria and limitations. Foreign nationals who fulfill these qualifications and criteria and whose applications are granted will be permitted to work lawfully in Turkey.

We may outline the prerequisites for a foreigner's work visa as follows:

- The paid-in capital of the workplace where the application for a work permit is lodged must be at least 100,000 Turkish Lira. In addition, this company's annual gross sales must be at least 800,000 Turkish Lira (TL) or the previous year's export volume must be at least 250,000 U.S. dollars.
- At least five workers in the workplace where the foreign worker wishes to work must be Republic of Turkey nationals. If the foreign worker is a partner in the firm, at least five Turkish nationals must have worked at the workplace during the past six months of the work permit's validity. There should be one foreign employee for every five Turkish nationals.
- If the work permit is to be requested on behalf of a business partner, the foreigner who is a company partner and wishes to get the permit must own at least 20 percent of the firm's capital. This number should exceed 40,000 Turkish Lira.
- The foreign employee's remuneration must be appropriate with the duties and labor he or she is expected to complete, and it must be strictly more than the minimum wage. The minimum wage requirements are set by the ministry and must be reviewed prior to application.
- The first two requirements are not necessary for domestic job employment applications (sick-elderly-babysitting).



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- If the firm is in the tourist and travel industry, the second criteria is not necessary.

In every application, eligibility in terms of criteria that may be supplementary for the applicant or applicant company must be verified.

Necessary Documents for Work Permit

Once the employer submits a work permit application using the online portal, the Ministry receives the required documentation within six business days. In addition to the papers submitted with the application, the Ministry must receive the originals. It is possible to deliver documents in person or via mail.

Different documentation are necessary for foreign employees and employers, local and international work permit applications.

Secondly, if we need to gather and arrange the papers necessary for the first application, we may do so as follows:

Depending on the circumstances, the foreign worker must provide the following documents:

- Copy of diploma or temporary high school diploma. It must be translated into Turkish and authorized by the government.
- Statement of Equivalency It applies to international employees who obtained their postsecondary education outside of Turkey.
- Certificate of Competency for international employees working in educational establishments. It is available via the Ministry of National Education.
- Residence permit with a minimum six-month validity (unnecessary for overseas applications)
- A copy of your passport.

Documents that must be submitted by the employer:

- Form for work permit applications
- Authorities-approved profit and loss statement and balance sheet for the previous year. (Commercial Activity Certificate) Gazette of the Turkish Trade Registry. It displays the capital and partnership status of the firm.
- Authenticated power of attorney
- Employment agreement between the employer and the foreign employee
- Salaries of Turkish nationals working in positions where foreign professionals are required.
- Upon the completion of the first online application, the Ministry of Labor and Social Security must receive the following materials.

Domestic Applications

Documentation required from the foreign worker for work permit in Turkey as follows:

- Employment agreement signed by the employer and the employee.
- Proof of a valid residency permit for at least six months

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- A copy of your passport.
- Copy of the diploma
- Reference letter, if applicable.

Documents that must be submitted by the employer for work permit in Turkey as follows:

- Application request
- Form for work permit applications
- Balance sheet, profit and loss statement, and tax office approval for the previous year.
- Turkish Trade Registry Gazette
- Certificate of completion.
- Power of attorney notarized by the applicant

Abroad Applications

Documentation required from the foreign worker:

- In addition to the papers indicated above, one photograph is required.

Documents that must be submitted by the employer:

- In addition to the foregoing papers, a copy of the foreign worker's diploma and passport must be submitted.

The employment contract is more crucial than the other agreements. To avoid having an application rejected, it is crucial that the wage and work description mentioned in the employment contract be properly prepared. The remuneration shall not go below the values established by the ministry.

Work Permit Extension Request

The work permit is initially issued for a maximum of one year. The first extension is granted for a maximum of two years at the conclusion of the first year. The extension for the employee who has completed three years may be granted for a maximum of three further years.

The Ministry of Labor and Social Security processes applications to engage foreign employees. This application must be submitted within sixty days of the expiration of the work visa. The application of the foreign employee who does not apply for an extension during this 60-day period will not be considered.

Foreigners on whose behalf an application for a work permit extension is submitted may continue to work during the evaluation of the application from the date of expiry of the permit period and in any case as long as the period does not exceed 90 days and the work performed and workplace do not change. This work is regarded as legitimate. This 90-day interval has been established in consideration of potential delays in the extension application procedure. During this time, the rights and responsibilities of the foreigner and the employer remain unchanged.

In addition to the documents listed above, the foreign employee must submit the previous work permit document to the Ministry in order to apply for a work permit extension. Together

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with the work permit extension application petition, the employer sends the foreign employee application form, the SGK registration number of the foreign employee, and the other employer-related papers indicated above.

The employer requesting an extension should pay close attention to:

- To deposit the whole amount of the foreigner's pay via the bank.
- The foreigner must have made payments to SGK and not owe SGK money.
- The corporation has no tax debt.
- Employing at least five Turkish workers for every one foreigner (we mentioned the exceptions above)
- The applicant seeking an extension should pay close attention to:

Not to spend more than six months outside of Turkey throughout the duration of the permission.

not having committed any criminal act

Required documentation for work permit extension:

Work Permit Extension Application

Extension application form completed in an electronic setting

Copy of passport Previous work permit document Trade Registry Gazette displaying the most recent capital structure and number of shareholders for the company

Balance sheet, profit and loss statement, and tax office approval for the previous year.

Work Permit for Foreign Service Providers

In order to avoid potential complaints, the hiring of foreign employees for domestic tasks is subject to specific restrictions. So, the foreign worker cannot do all home services. The foreign worker who want to engage in domestic services may only serve as a babysitter, caretaker for the elderly, or nurse. Employing foreigners for cleaning is illegal, and obtaining the requisite authorization is impossible.

Hence, a kid under the age of 15 must reside in the home in order to get a permit to employ foreign employees in child care. For elderly caregivers, a 65-year-old or older must reside in the household. It is essential for nursing that a patient requiring care at home be alive. Male immigrants are not permitted to work in domestic service unless in extreme circumstances needing intensive care.

Again, the verified family income of applicants for a work permit to provide domestic services must exceed a specified threshold.



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These criteria must be recorded with the aforementioned papers and submitted to the appropriate Ministry after an online application.

If you are planning to work in Turkey as a foreign national, it is important to understand the requirements and steps involved in obtaining a work permit. Be sure to gather all necessary documents and follow the appropriate application process, whether applying from overseas or domestically. If you have any questions or need [further assistance](#), consider consulting with a qualified immigration lawyer or reaching out to the Ministry of Labor and Social Security for guidance. Best of luck with your work permit application!

