

OFFICIAL VISIT

1. **APPLICATION FORM** [THIS WILL BE GIVEN AT THE SUBMISSION CENTRE]
2. **INTERNATIONAL PASSPORT DATA PAGE** [PHOTOCOPY *2]
3. **INTERNATIONAL PASSPORT** [MUST BE VALID FOR 6 MONTHS FROM TRAVEL DATE]
4. **OLD OR EXPIRED PASSPORT(S)** SHOULD BE INCLUDED IF ANY
5. **RESIDENT PERMIT FOR NON-NIGERIANS**
6. **2 PASSPORT PHOTOGRAPHS WITH WHITE BACKGROUND**
7. **BIRTH CERTIFICATE/DECLARATION OF AGE**
8. **INSURANCE BY VOYA VISA** [ALREADY INCLUDED IN THE VISA FEE]
9. **FLIGHT AND HOTEL RESERVATION AT LEAST 3 WEEKS FROM THE DATE OF SUBMISSION AND MUST BE THE SAME DATE**
10. **INVITATION LETTER FOR THE VISIT IN TURKISH LANGUAGE**
11. **MOBILE PHONE NUMBER OF THE INVITER** [STARTING WITH +905...]
12. **INTRODUCTION LETTER FROM YOUR COMPANY OR SELF-INTRODUCTION LETTER**
13. **COPY OF EMPLOYMENT LETTER/CONTRACT, 3 MONTHS TILL DATE PAY SLIPS, WORK ID**
14. **COMPANY CAC CERTIFICATE / TAX CLEARANCE**
15. **CONSENT LETTER FOR MINORS** [SIGNED BY BOTH PARENTS IN PERSON AND DULY NOTARIZED BY A NOTARY PUBLIC PLUS VALID MEANS OF IDENTIFICATION RESPECTIVELY]
16. **SPONSORSHIP LETTER IF SPONSORED** [DULY NOTARIZED BY THE NOTARY PUBLIC, VALID MEANS OF IDENTIFICATION OF SPONSOR PLUS 6 MONTHS UP-TO-DATE BANK STATEMENT]
17. **AFFIDAVIT / PUBLICATION OF CHANGE OF NAME** [IF MARRIED AND OR NAME APPEARING ON INTERNATIONAL PASSPORT DIFFERS FROM BIRTH CERTIFICATE OR ANY OTHER DOCUMENTS]
18. **MARRIAGE CERTIFICATE** [FOR COUPLES]
19. **6 MONTHS UP TO DATE BANK STATEMENT** [PERSONAL]
20. ANY OTHER RELEVANT DOCUMENTS IF ANY (NOT COMPULSORY). KINDLY NOTE THAT VISA PROCESSING TIME IS A MINIMUM OF THREE (3) WEEKS; ALL FLIGHT AND HOTEL RESERVATION DATES MUST NOT BE LESS THAN THREE (3) WEEKS FROM THE DATE OF SUBMISSION