

ASSEMBLY AND MAINTENANCE VISA APPLICATION PROCEDURE

A citizen of a foreign country, who wishes to work in Türkiye for assembly and maintenance purposes, must first obtain an assembly and maintenance (AMS) visa.

Application Procedure:

1. Assemble the required documents listed below.
2. Start an online application on www.konsolosluk.gov.tr and upload the documents when prompted.
3. Print out and sign the application form. (Requirement #2)
4. After submitting the application successfully, schedule an appointment for the interview which will take place at the Consulate.
5. Be present at the Consulate on the day of the interview with the hard copies of all required documents listed below.

REQUIRED DOCUMENTS

1. **One fully completed and signed application form** (Please bring the visa application form generated by the system)
2. **National passport or official travel document** and Copies of the first page.
 - Must have at least 6 months of validity remaining.
 - with a blank page to affix the visa
3. **One recent passport – size (2”x2”) photograph** (biometric, white background)
4. **Proof of legal status in US** (Residency Card, visa, authorization form from USCIS etc.)
 - Valid I-20 or the letter from school is required for the student visa holders.
5. **Invitation letter from the Turkish company** (with exact details; such as purpose, duration and location of visit)
6. **Invitation letter from the foreign company** (with exact details; such as purpose, duration and location of visit)
7. **Proof of International Health insurance**
 - with a minimum coverage limit of \$35,000 for the entire validity of your visa for urgent medical expenses and/or repatriation due to accident or sudden illness.
 - Must cover the entire duration of stay
 - International travel health insurance is acceptable
8. **Accommodation Information**
 - If staying at a commercial facility, a reservation confirmation is required
 - If staying at a non-commercial residence, one of the following must be provided:
 - signed letter including the address, full name, contact details, and Turkish ID number of the host
 - A letter of undertaking from the host
 - A rental agreement for the Property
9. **Non-refundable visa fee: CASH ONLY**
 - Single Entry: \$60.00(\$185.00 refugee travel document holders/ USA citizens).
 - Multiple Entry: \$180.00 (\$265.00 refugee travel document holders/ USA citizens).
10. **Optional:**

A pre-paid envelope (mail carrier of your choice) if you would like your visa-issued passport to be returned by mail. *(Turkish Consulate General in Miami is not responsible for any delivery issues)*

IMPORTANT NOTES:

- **Visa applicants should be resident in our jurisdiction area (Florida, SC, NC, Georgia, Puerto Rico)**
- Applicants are required to bring hard copies of the documents on the day of the interview.
- **In the event that neither Turkish nor English is spoken, every applicant is required to arrange for a translator to accompany them to their interview. Failure to do so will result in rescheduling the appointment with the stipulation that a translator must be present.**
- Screenshots will not be accepted. Documents are requested in their original size.
- The documents such as travel insurance, flight and hotel reservations must contain the name and surname of the applicant/s.
- In individual cases, the applicant may be required to provide additional documents which may delay the visa issuance.
- Turkish Consulate in Miami cannot expedite a visa application.
- Please do not finalize your travel arrangements until you are notified about the outcome of your visa application.
- AMS visa can only be issued once in a calendar year with a 90 day stay.

For further questions you may contact with us from consulate.miami@mfa.gov.tr