

# A guide to applying for a UK Business Visitor Visa in Turkey



This leaflet provides information about the visa application process in Turkey and additional services available to highly valued regular business visitors to the UK.

Supported By



# The UK welcomes business visitors and provides a special visa for business people planning to visit the UK for a short period of time or for those visiting on business regularly.



Typically the activities allowed with a business visitor visa are:

- attending meetings or conferences;
- arranging business deals, negotiating or signing trade agreements or contracts;
- undertaking fact-finding missions or checking details of goods;
- conducting on-site visits and promotional activities.

Business visitors may enter the UK as many times as needed during the period covered by their visa, provided they do not:

- work for a UK organisation, including providing short-term cover; or
- do any 'on-the-job' training or work experience.

If you would like to apply for a business visit visa you will need to submit evidence that shows:

- you will be undertaking a permissible business related activity for the duration of your stay in the UK;
- you or your business have enough money to support yourself whilst you are in the UK;
- you intend to leave the UK at the end of the visit; and
- you or your business can meet the costs of the return or onward journey.

## 5 easy steps to apply for a visa

1. Visit the UK Border Agency website, complete your application and pay your fee.
2. Make an appointment to visit your nearest Visa Application Centre.
3. Attend your appointment to provide your digital photo and fingerscan, passport and supporting documentation.
4. We will review your documents and make a decision on your application.
5. You will be notified when your documents are ready to be returned to you.

## Visa Application Centres

There are 5 visa application centres in convenient locations across Turkey, near to where you live and work. The visa application centres are located in Ankara, Istanbul, Izmir, Bursa and Gaziantep.



Further information about visa application centre locations and opening times is available at: [www.ukba.homeoffice.gov.uk/countries/turkey](http://www.ukba.homeoffice.gov.uk/countries/turkey)

## Long Term Business Visitor Visas

If you travel regularly to the UK on business, you may wish to consider applying for a longer term - 2, 5 or 10 year business visitor visa. The key benefit of a long term visa is that you only need to make one visa application and provide biometric data once for the entire duration of the visa. You can then make as many visits to the UK for the time that your visa is valid. In addition to meeting the business visa requirements you will also need to show a continuing need to travel to the UK.

## Detailed guidance on the business visitor category is available on the UK Border Agency website:

[www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

Please read this and the guidance on providing supporting documents carefully before making a visa application.

Turkish nationals need to obtain a visa before they can travel to the UK. The UK Border Agency can post-date the visa for up to 3 months on request, which means that you can make your visa applications as soon as you know the details of your visit.

# Additional Services

## Priority Service

This service allows you to have your visa application placed at the front of the queue once received by the UK Border Agency so that, once it arrives at the Visa Section, your application is processed as quickly as possible and usually within 24 to 48 hours. Price: 200TL for each priority visa application. This fee is in addition to the visa application fee.

## Business Class Service

The Business Class service is offered only at the Istanbul Visa Application Centre for an additional fee of 120TL for each visa application. This service includes:

- Dedicated staff to help you with your visa application.
- Complimentary refreshments and newspapers.
- Photocopying services if needed.
- Photograph service if needed.
- SMS text notification to you when your visa application has been processed by the UK Border Agency.
- Courier service to deliver the decision on your application and documents to your address.

## Courier Service

All the visa application centres in Turkey offer a courier service to return your documents to you once the decision on your visa application has been made. This will save you the trouble of having to collect your documents from the visa application centres. The courier service will deliver to the address provided by you at the time of application. Please ask for more details about the courier service at the visa application centre.

## SMS text service

All visa application centres offer an SMS text service for 2.5TL for each visa application. This service enables you to be notified by SMS text when your documents and the decision on your visa application has arrived back at the Visa Application Centre.

## Photocopying and printing service

The photocopying and printing service is only available at the visa application centres in Istanbul and Ankara. The photocopying fee is 0.75TL for each page.

## Photograph service

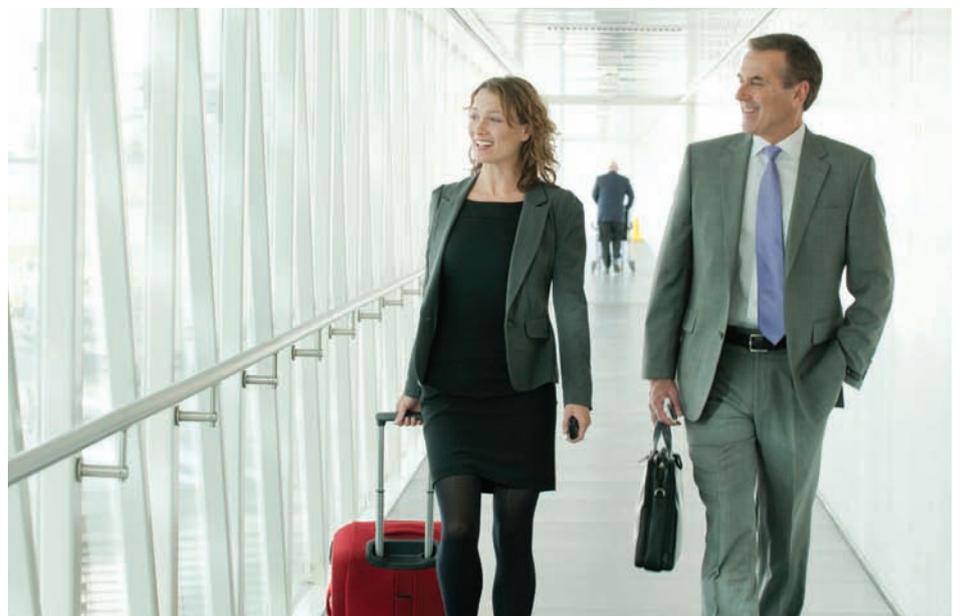
A photograph service is available at the visa application centres in Istanbul and Ankara only. The photograph service fee is 12TL for a set of 6 photographs. The photographs meet UK Border Agency photograph specifications.



Further information about these additional services can be found at: [www.ukba.homeoffice.gov.uk/countries/turkey](http://www.ukba.homeoffice.gov.uk/countries/turkey)



Our aim is to provide a fast and efficient visa service in Turkey. We issue over 90 per cent of business visit applications within 5 working days.”





To find out more, scan this code with your smart phone.  
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UK Trade & Investment offers expertise and contacts through its extensive network of specialists in the UK, and in British embassies and other diplomatic offices around the world. We provide companies with the tools they require to be competitive on the world stage.

All visa decisions are undertaken by UKBA as part of its statutory function. UKTI have no influence over the visa process or final decision.

UK Trade & Investment is responsible for the delivery of the Solutions for Business product "Helping Your Business Grow Internationally." These "solutions" are available to qualifying businesses, and cover everything from investment and grants through to specialist advice, collaborations and partnerships.