



**ÇSGB**

T.C. ÇALIŞMA VE SOSYAL GÜVENLİK BAKANLIĞI  
İnönü Bulvarı No:42, Emek 06520 Ankara

**FOREIGN PERSONNEL APPLICATION FORM  
(Only for Information)**

**A. WORK PERMIT APPLICATION INFORMATION**

Application ID :
Applicant ID :
Applied Turkish Republic Representative Office :
Application Format and Type :

Photograph  
of Foreign  
Personnel  
which was  
taken in last  
six months

**B. INFORMATION ABOUT EMPLOYER/INSTITUTION/ORGANIZATION**

1. Real Person Name Surname / Juridicial Person Workplace Name/Title :		
Company Type :		
2. Central Address in Turkey		
Address:		
County :	City :	
3. Foreign Personnel Workplace Address		
Address:		
County :	City :	
Phone :	Fax :	E-Mail :
4. Capital Model :2		
Foreign Capital Amount and Ratio : %		
5. Subject of Activity :		
6. Date of Foundation :		
7. Workplace SSI Registration ID :		
8. Tax Office Name and ID :		
	Current Year (....)	Previous Year (....)
9. Capital (TL)		
10. Paid Capital (TL)		
11. Turnover (TL)		
12. Exports (in USD)		
13. Profit or Loss (+,-)		
14. Number of Active Personnel		
14. Export Countries :		
16. For Household Employers (House Care); Income Status (Monthly Gross in TL) :		
For Tourism Establishments; Tourism Operation and Investment Certificate obtained from Ministry of Culture and Tourism :		

**C. REASON OF DEMANDING TO HIRE A FOREIGNER INSTEAD OF A TURKISH CITIZEN**

**D. INFORMATION ABOUT FOREIGN PERSONNEL WHO IS SUBJECT TO WORK PERMIT****1. CREDENTIALS**

Name :	Passport ID :							
Surname :	Passport Expiration Date :							
Father's Name :	Passport Granting Office :							
Mother's Name :	Gender :							
Birth Place :	Birth Date :							
Previous Country of Residence :	Marital Status :							
Nationality :	Name and Surname of Spouse :							
Nationality of Spouse :	If Spouse is a Foreigner and He/She is Working in Turkey...							
...Date / ID / Granting Office of His/Her Work Permit :								
Number of Children :								
Information About Family Members Coming Along With the Foreigner :								
<table border="1"><thead><tr><th>Name Surname</th><th>Degree of Affinity</th><th>Gender</th><th>Nationality</th><th>Age</th><th>Education</th><th>Occupation</th></tr></thead></table>		Name Surname	Degree of Affinity	Gender	Nationality	Age	Education	Occupation
Name Surname	Degree of Affinity	Gender	Nationality	Age	Education	Occupation		
Mother Tongue :								
Other Known Languages and Their Levels :								
<table border="1"><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></table>								
Level of Turkish :								
T.R. Foreigner Identity Number :	T.R. Social Security Number :							

**2. CONTACT INFORMATION**

Domestic Residence Address		
Address:		
County :	City :	
Phone :	Fax :	E-Mail :
Overseas Residence Address :		

**3. RESIDENCE CERTIFICATE INFORMATION (Granted by Security Offices)**

Residence Certificate Number :	Providing Governorship :
Begin and End Dates of Residence Certificate :-	
Purpose of Grant :	

**4. EDUCATION**

Last School of Graduation (Name / Place) :	
Education Level :	
Area of Degree :	Subject of Specialism :

**6. CRIMINAL RECORD STATUS**

Were you arrested or taken into custody for any kind of crime before?	Yes/No
<b>If the answer is YES; Explain :</b>	
In any country, including the ones in which the trial processes haven't begun yet, were you accused of any type of crime in the scope of that country's criminal law?	Yes/No
<b>If the answer is YES; Explain :</b>	
Previously in any country, were you involved in a crime of human trading or investigated as a result of such action?	Yes/No
<b>If the answer is YES; Explain :</b>	

**7. HEALTH STATUS**

Have you ever suffered from an illness that could threaten public health or drug addiction of any kind?	Yes/No
<b>If the answer is YES; Explain :</b>	

**8. PREVIOUS VISITS OF FOREIGNER TO TURKEY****9. PREVIOUS APPLICATIONS AND TRAVELS INFORMATION**

Have you worked in Turkey or in any country other than your homeland in last 10 years?	Yes/No
<b>If the answer is YES; Explain :</b>	
Were any of your previous visa or work permit requests to Turkey rejected?	Yes/No
<b>If the answer is YES; Explain :</b>	
Have you ever been deported from Turkey or any other country before?	Yes/No
<b>Deported from :</b>	<b>Reason of Deportation :</b>

**10. PREVIOUS WORK PERMIT APPLICATIONS RELATED WITH THE FOREIGNER**

<b>Contacted Authority :</b>	
<b>Type of Process :</b>	<b>Date and ID of Process :-</b>
<b>Begin and End Dates :-</b>	

**11. RESPONSIBILITY OF THE FOREIGNER IN THIS WORKPLACE**

<b>Please give detailed information about all of your qualifications related to the duty you will undertake in the workplace.</b>
<b>Please give detailed information about the relevance of your previous work experiences with the duty you will be assigned to.</b>
<b>12. AMOUNT OF TIME DEMANDED FOR WORK (YEAR / MONTH)</b>
<b>13. AMOUNT OF PAYMENT TO THE FOREIGNER (Monthly Gross in TL)</b>

**14. CONTACT INFORMATION  
OF ANY PERSON IN TURKEY WHOM THE FOREIGNER MAY GIVE AS REFERENCE**

**E. STATEMENTS AND COMMITMENTS**

We hereby apply with this document to obtain work permit in the Turkish Republic. The information that we give under our cognizances is true and thorough. We declare accuracy of the documents given with the current application form. We confirm that we will inform the Republic of Turkey Ministry of Labor and Social Security authority in the event of a change in application terms or revelation of new information concerning the application during the active period of the current application.

We understand and accept that the declaration of information and statements that are known to be false or at least believed to be inaccurate by us, and using deception to obtain or when trying to obtain a work permit would constitute a crime according to the Republic of Turkey laws.

We understand that all information provided by us will be treated in accordance with the relevant information protection legislation. We also comprehend that the information presented by us will be reviewed in compliance with the confidentiality of information, yet we accept it to be disclosed to other government departments and foreign government authorities in order to enable them to fulfill their functions. Any disclosure to be made in this context will be carried out in accordance with the relevant information protection legislation.

We accept and confirm that all information provided within the current form is true and correct to the best of our knowledge and this information will be subjected to certain transactions and treatments.

I confirm that I have read and understood my this statement. .. / .. / ....

**AUTHORIZED PERSON OF THE EMPLOYER  
INSTITUTION/ORGANIZATION**  
(Name Surname/Company Stamp and Signature)

**FOREIGN PERSONNEL**  
(Name Surname/Signature)

**STRUGGLE AGAINST HUMAN TRADE - URGENT HELP AND ADVICE LINE Call:157  
В КРИТИЧЕСКИХ СИТУАЦИЯХ ОБРАЩАТЬСЯ В ПОЛИЦИЮ (ТЕЛ 157)**

**REMARK: All of the documents mentioned in Annex-2, requested from the foreigner and the institution employing the foreign personnel have to be enclosed to the form.**