**MACHINE MONTAGE AND REPAIRMENT:**

Important: A technician can stay in Turkey with this type of visa for maximum 90 days within a year. This 90-day period of stay can be used in a single time or in multiple times.

1. Valid passport and its copy / Valid at least 60 days longer than the expiry date of the requested visa / Containing at least 1 page with both sides empty.

2. FOR NON-CHINESE CITIZENS: Copies of your valid residence and work permit in China

3. Visa application form filled in English (and pinyin) and personally signed by the applicant.

4. a) If you have been to Turkey before, previous passports or old residence permits in Turkey

b) If you renewed your passport within the preceding one year, your old passport

5. Two of recent 5x6 cm size biometric photos, with clear background, one being attached to the application form.

6. Chinese ID card and its copy

7. If you passport is issued at a city/province outside our area of responsibility, any document of your choice showing that you are resident in Shanghai city or Anhui, Jiangsu and Zhejiang provinces (any document containing your name and address like electricity bill, credit card statement, etc.)

8. Original copy of the invitation letter from the company in Turkey / Written in Turkish on official company paper with stamp, signature, date, and addressed to the Consulate General. Should include your name, passport number and position in the company you work in China, the purpose and duration your visit, as well as who will bear the costs of the visit. It should be signed and sealed by the manager of the Turkish company, and certified by the relevant Chamber of Commerce in Turkey. The name and title of the person signing the invitation letter must be visible. Invitation letters sent by fax or email are not taken into account.

9. Original copy of the letter from the relevant company in China / In English on official company paper with stamp, signature, date / Indicating the purpose and duration of the visit, name of the company in Turkey with which business talks will be conducted, who will bear costs of the visit, together with details about the applicant (name, position in the company, passport number). The letter should be certified by CCPIT (China Council for the Promotion of International Trade).

10. Turkish and Chinese Customs Declaration Forms showing that the machine in question has been purchased from China (The receiving company on the customs declaration should be the one who invites the Chinese technician, and the sending company should be the one who sends the technician. If those company names on the customs declaration forms don't match the ones who invites and who sends the technician, then additional documents should be provided to prove the relation between those companies (such as business contract, commercial invoice, etc.).

11. Business license of your company in China certified by the local CCPIT (China Council for the Promotion of International Trade). Can be in Chinese language.

12. Diploma or certificate of the applicant, certifying his/her capabilities as a technician/engineer

13. Valid health insurance covering the duration of your stay in Turkey.