

GENERAL REQUIREMENTS	Orig	Copy
<input type="checkbox"/> Application Form	X	
<input type="checkbox"/> 2pcs Passport size picture (<i>white background</i>)	X	
<input type="checkbox"/> New and Old (if have) Passport	X	
<input type="checkbox"/> Bank Certificate w/ ADB and Bank Statements (<i>6 months</i>)	X	
<input type="checkbox"/> PSA Birth Certificate & Marriage Certificate	X	
<input type="checkbox"/> Previous Stamped Visa History		X

If employed:

<input type="checkbox"/> Certificate of Employment – must include applicant’s position, date hired and compensation	X	
<input type="checkbox"/> Leave of Absence	X	
<input type="checkbox"/> Company ID/PRC ID (if applicable)		X
<input type="checkbox"/> Income Tax Return		X

If self-employed/business owners:

<input type="checkbox"/> Business registration from SEC/DTI (<i>photocopy</i>)		X
<input type="checkbox"/> Business Permit/Mayors Permit (<i>photocopy</i>)		X
<input type="checkbox"/> Income Tax Return (latest) form 2316 and financial statements attached (personal and company)		X

If unemployed:

<input type="checkbox"/> Bank Certificate w/ ADB & Bank Statements (<i>6 months</i>) Proof of ties; (if have) <input type="checkbox"/> land & car ownership	X	
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If Student/Minor:

<input type="checkbox"/> School enrollment form		X
<input type="checkbox"/> School ID (photocopy)		X
<input type="checkbox"/> Student/Minor who are not applying together with parents/guardians should attach a copy of passport. If parents/guardians have approved visa, copy of their visa should attach.		X
If financially supported by parents/relatives; <input type="checkbox"/> Notarized affidavit of support <input type="checkbox"/> Authorization Letter <input type="checkbox"/> Bank Certificate w/ ADB and Bank Statements (3 months) <input type="checkbox"/> Proof of relationship (immediate relatives only)	X	

If retired:

<input type="checkbox"/> Copy of senior ID		X
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If foreigner working in Philippines

<input type="checkbox"/> Copy of Valid Alien Card		X
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Address to put in Bank Cert and Bank statement

Turkish Embassy - Manila

**Address: 2268 PARAISO STREET DAS MARINAS
VILLAGE 1222 MAKATI CITY/
METRO MANILA PHILIPPINES**

