

## 14. TOUR OPERATOR VISA APPLICATION PROCESS

A citizen of a foreign country, who wishes to work as a tour operator in Türkiye, must first have a tour operator visa.

You can apply for a tour operator visa via Turkish Consulate General in Houston by following the instructions on [www.visa.gov.tr](http://www.visa.gov.tr)

### Required documents application:

1. National passport or official travel document
  - a) with an expiration date at least 60 days beyond the “duration of stay” of their visa  
*Example: In order to enter Türkiye having a visa with 30 days “duration of stay”, visa applicants should hold a passport valid at least for an additional 60 days which totals to 90 days (30 days + 60 days) of validity **at the time of entrance.***
  - b) with a blank page to affix the visa
2. One fully completed application form and its attachments (must be filled in on [www.visa.gov.tr](http://www.visa.gov.tr))
3. One recent passport - size (2” x 2”) photograph
4. Membership certificate of TURSAB, tourism operation license and operating license of company by Chamber of Commerce.
5. Contract, indicating association between the company and the travel agency which operates in Türkiye (notarized translation accepted)
6. Operating license of the related company, certificate of authorized signature, certificate of signing authority
7. Certificate of tour operator
8. Approved copy of tour operator’s license
9. Certificate of travel agency which indicates their A-Group status
10. Certificate of tour operator representative, indicating the applicant was trained in the field of tourism (Student ID of tour operator representative for ongoing education)
11. Original and copy of valid US alien registration card or valid US resident visa (*for NON-US applicants only*)
  - a) US tourist visa (B1/B2) holders are not eligible to get a visa.
  - b) Valid I-20 or the letter from school, needed for the students
12. Proof of travel health/accident world-wide insurance valid through duration of stay
13. Non-refundable visa fee\*
14. If you wish your visa issued passport to be returned by mail, a postage fee of 31 USD in cash or money order payable to the Turkish Consulate General in Houston or you may provide your own pre-paid return envelope.

### \*Non-refundable visa fee:

Visa fee can only be paid in cash or money order payable to the Turkish Consulate General in Houston. Personal checks are not accepted.

Tour operator visa with single entry for US citizens: 160 USD

Tour operator visa with multiple entry for US citizens: 190 USD

Tour operator visa with single and multiple entry for non-US citizens: Please get into contact with the Turkish Consulate General in Houston via [consulate.houston@mfa.gov.tr](mailto:consulate.houston@mfa.gov.tr).

**Application method:**

As a first step, all applicants are required to make their visa applications online via [www.visa.gov.tr](http://www.visa.gov.tr). In the second step, applicants must submit their documents in person.

Applicants are kindly asked to bring their appointment confirmation paper (indicating the reference number) along with the required documents.

For in-person applications and interviews, applicants must have an appointment on [www.visa.gov.tr](http://www.visa.gov.tr).

**Additional notes:**

Turkish Consulate General in Houston is not responsible for documents lost in the mail or documents left unclaimed more than one week at the Consulate General after the outcome of the application.

In individual cases, you may be required to provide additional documents (such as complete itinerary with flight information, employment verification letter/bank statement and proof of lodging)

Please do not finalize your travel plans or arrangements until you are notified about the outcome of your visa applications.

The process takes at least 3 business days. It is strongly advised for applicants to apply at least one month prior to their intended trip.