



BUSINESS VISA

Information sheet for people travelling for business purposes to Switzerland.

REQUIRED DOCUMENTS AND GENERAL CONDITIONS:

- One (1) application form duly completed: in German, French, Italian, Spanish or English; online, by typewriter or in block letters with a blue or black pen; and personally signed by the applicant
- Signed passport, issued within ten (10) preceding years, valid at least three (3) months beyond the planned stay in the Schengen states and containing at least two (2) empty pages
- One (1) copy of the applicant's passport: pages 1–4; last page; all pages showing extension of validity; all pages with previously obtained visas
- Two (2) recent and identical, biometric passport-size pictures
- Visa application fee: EUR 80.- (**TRY equivalence**)
- Original and one copy of a travel / health insurance; **minimum coverage EUR 30'000.- valid for all Schengen states** for the whole period of the intended stay. The insurance policy must cover the costs for repatriation in case of disease, urgent medical expenses and/or hospitalization.
- Flight reservation (roundtrip) or other proof of intended transport
- Proof of sufficient financial means - Recent bank statements turnover during the last three (3) months (original and copy)
- Employer/Employee:** Official letter of the employer with letterhead containing personal data of the employee/self-employed person, duration and purpose of visit, SGK insurance entry document and SGK "hizmet dökümü", income statement covering the last three (3) months (or similar), company registration in the chamber of commerce (copy), bulletin of the trade register (copy), tax scale (copy)
- Farmer:** Certificate issued by a chamber of agriculture
- For attendance to a fair: the entry card or documents about participation
- Invitation letter of the company or organization in Switzerland mentioning personal data of the invited person, purpose of stay, duration of stay, number of entries required, who is paying for the travel expenses

The Consulate General of Switzerland reserves the right to request additional documents and/or to summon the applicant for an interview.