

## Passport Collection Procedure

After visa processing, when your passport will be returned by the Republic of Turkey Embassy Islamabad, you will be informed through telephone call and SMS/E-mail (If you opt SMS/E-mail service) to collect your processed passport. Following procedure will be followed to collect your passport.

### Passport Self Collection:

Passport can be collected personally by providing following documents;

1. Original payment receipt which was given to you at the time of submission of your visa application.
2. Clear readable copy of your valid CNIC or copy of birth certificate if applicant's age is less than 18 years.
3. Clear readable copy of Applicant Tazkira (For Afghan Applicants Only)

### Passport Collection by Family Member:

If an applicant couldn't come to collect passport personally due to any reason then only family member (Father, Mother, Son, Daughter, Husband Wife) of the applicant can collect the passport without any authority letter. Passport can be collected by the applicant's family member by providing following documents;

1. Original payment receipt which was given to you at the time of submission of your visa application.
2. Clear readable copy of applicant valid CNIC or copy of birth certificate if applicant's age is less than 18 years.
3. Clear readable copy of family member valid CNIC.

### Passport Collection on Authority Letter:

If an applicant couldn't come to collect passport personally due to any reason then applicant can authorize to any person other than his/her family member to collect the passport on applicant behalf. Passport can be collected by the authorized person by providing following documents;

1. Original payment receipt which was given to you at the time of submission of your visa application.
2. Clear readable copy of applicant valid CNIC.
3. Clear readable copy of authorized person valid CNIC.
4. Authority letter signed by the applicant and in case of family, authority letter will signed by each family member having same signatures as on his/her valid CNIC.
5. If an applicant's age is less than 18 years then authority letter will be required from both parent having same signatures as on his/her valid CNIC along with clear readable copy of valid CNIC.
6. For group passport collections, concerned organization should provide an authority letter on its letter head to any of their representatives along with complete name and CNIC number. Letter head needs to be signed by the concerned authority and mention list of all applicants' name and passport numbers. Also, concerned organization will provide original payment receipts.

### Note:

If original payment receipt is not available, an affidavit on stamp paper attested by notary public will be required from the applicant stating the reason of unavailability of original receipt and that if applicant will find the original receipt later, will never claim his/her passports. Further, in this case, personal appearance is must for the applicant for passport collection.