

LETTER OF UNDERTAKING

I, _____ reside at _____
(Full name)
_____ and work as a
(Residence Address)
_____ at _____ which is located at
(Title/rank) (Mission)
_____.
(Mission Address)

I wish to sponsor the person whose details are here below, to temporarily stay as a private servant and in doing so I undertake that:

- The person concerned will be engaged in solely full-time domestic duties in my household while in Turkey and will not be engaged in any form of alternative employment or enroll in any full-time study;
- I will be responsible for ensuring that the travel documents of the person are valid at all times;
- I will not transfer the person concerned from my household to the household of another diplomatic mission member in Turkey without express consent of the Ministry of Foreign Affairs;
- I will be responsible for arranging the departure of the person from Turkey upon the expiry of the approved period of stay and will meet all the costs thereof unless the Ministry of Foreign Affairs' agreement on the transfer of the person concerned from my household to the household of another diplomatic mission member in Turkey is secured;
- I will ensure that the Ministry of Foreign Affairs, Deputy Directorate General of Protocol (PDGY) is informed by a Note, of the private servant's departure from Turkey and that the residence permit card is returned;
- I confirm that the private servant is fully covered by a Turkish health insurance policy in case her/his social insurance (out of Turkey) does not cover health insurance in Turkey;
- I confirm that in case the private servant is not covered by social security in his/her country of origin or in my sending state, I will take the necessary steps so that the obligatory social security provisions deriving from the Turkish law and the Social Security Authority (SGK) regulations will apply.

Name of the private servant :
Nationality :
Date and place of birth :
Date of arrival in Turkey :
Date :
Place :

Signature of Sponsor

Approved by the Ministry of Foreign Affairs

Ankara,(Date)

Seal of Mission

Signature-Seal