

## APPLICATION FORM FOR THE LIAISON OFFICES

**General Information About the Foreign Company**

Name of the Company	
Address	
Date of Establishment	
Country of Origin	
Field of Activity (It will be selected from Annex 5-Code 4)	
What are the business plans of the company for Turkey?*	

\*If any, relevant documents indicating the business contacts of the company in Turkey will be attached.

**Information About the Liaison Office**

Location of the Office (Province)				
Field of Activity**				
Personnel To Be Employed	Foreign:		Local:	

\*\*The field of activity will be selected from the topics mentioned below:

- 1-Market research
- 2-Promotion of the products and services of the foreign company
- 3-Representation and Hosting (Representation of the foreign company at sectoral institutions and relevant organizations, coordination of business contact of the company officers, meeting the office demands of those officers)
- 4-Control, Inspection and Provision of Local Suppliers (Provision of local producers and products for the foreign company and inspection of those suppliers in terms of the quality standards of the foreign company)
- 5-Technical Support (Provision of training and technical support services for distributors, supporting local suppliers for their enhancement of quality standards)
- 6-Communication and Transfer of Information (Collection and transmission of information to the foreign company having business contacts in Turkey such as the market conditions, consumption trends, sales of competitors and distributors, performance of distributors)
- 7-Regional Management Headquarter (Particularly oriented to other units of the foreign company in foreign countries; coordination and management of some operations such as formulation of investment and management strategies, planning, promotion, sales, after sales services, brand management, financial management, technical support, R&D, external supply, testing of newly developed products, laboratory services, research and analysis, training of personnel)
- 8-Other (In case that the liaison office will operate in another field of activity, detailed information is required concerning that activity).

**Authorized Signature and  
Company Seal**