

**PROXY INFORMATION**

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**TYPE OF POWER**

**ATTORNEY** : .....

**AUTHORISATION**

**TO BE INCLUDED**

**THE POWER OF ATTORNEY** : **Will include the authority for collection and receipt, delegation powers, settlement, recourse to a mediator, etc..**

**NOTE 1** : If it is a company that will give power of attorney, the company manager will issue the power of attorney '**as principal, representing the company**'.

**NOTE 2** : For any inquiries or further information, please contact our Managing Attorney, Av. Nihal Akkulakoğlu, at **+90 537 977 66 9**



## POWERS OF ATTORNEY TO BE ISSUED IN TURKEY

Our client, who will issue a power of attorney, can personally go to a notary public in Turkey and issue the necessary and relevant power of attorney for the execution of his legal transaction by us according to the sample power of attorney types and authorisation contents on our ‘Types of Power of Attorney’ page in accordance with our information detailed below, by going to the notary public near his location and giving our information below.

For the powers of attorney in the form of arrangement regarding divorce, alimony, recognition, enforcement and purchases and sales, such works must be specially authorised and contain a photograph. Do not forget to take a passport size photograph with you to the notary for such powers of attorney. In addition, such powers of attorney containing special authorisation must be issued in duplicate.

In cases where you will give a power of attorney for your company, if you give a power of attorney in the form of ‘as principal for yourself and by proxy for your company’, you will give a power of attorney for both you and your company and you will not have to issue a power of attorney again when necessary.

Contracts and power of attorneys that require transactions to be made at the title deed office in terms of their nature, wills, sales on the condition of retaining ownership, real estate sales promises, foundation deed, marriage contract, adoption and recognition, inheritance division contract and transactions stipulated to be issued ex officio in other laws must be made in the form of ‘arrangement’. In the form of an arrangement, the transaction is drawn up in the form of a record by the notary in person according to the situation and desire of the person concerned. Therefore, such transactions (business papers) can only be issued upon the application of the person concerned to a notary public in person in Turkey, accompanied by his/her identity card, valid passport and two recent passport-sized photographs.

Since more than one lawyer is working in our law office, in case a power of attorney is issued in the name of Umut Güneş, the founding lawyer of our office, instead of issuing a power of attorney to each lawyer, please do not forget to authorise ‘**TEVKİL** (authorising other lawyers)’ in the power of attorney you will issue in the name of Umut Güneş so that our other lawyers working in our law office can perform transactions on your behalf.

**WARNING** : Power of attorney samples and explanations are written for brief information purposes and sample power of attorneys may include broader or narrower authorisations in terms of their content. The explanations of the power of attorney samples written above, the explanations of the terms in the content of the power of attorney may not exactly correspond to the power of attorney or the terms, and may not fully reflect the items needed during the issuance phase. Persons using these powers of attorney by way of illustration should familiarise themselves with these terms. We do not assume any legal liability for the power of attorney examples printed on this page and in the links on this page.



## POWER OF ATTORNEY TO BE ISSUED ABROAD

Notary services in foreign countries are performed by consuls. Clients who wish to obtain a power of attorney abroad must personally apply to the Turkish Consulate of the relevant country and obtain the power of attorney through the consulate, based on the details provided below. Please visit this link to schedule a consulate appointment:  
<https://www.konsolosluk.gov.tr/Procedure/ShowProcedure/6>

Powers of attorney issued directly by the competent authority of a foreign country cannot be accepted in Turkey unless they are approved by the Turkish consul or diplomatic officials in that foreign country. Powers of attorney issued directly by the competent authority of a foreign country must be approved by the Turkish Consulate and diplomatic officials in that country. This certification is referred to as the “Apostille Convention.”

Powers of attorney issued for divorce, alimony, recognition, and enforcement cases must include special authority and a photograph. Additionally, powers of attorney for divorce and alimony cases must be issued in two copies.

According to Article 89 of the Notary Law No. 1512, contracts and powers of attorney that require processing in the title deed, wills, sales with ownership retention, real estate sales promises, foundation deeds, marriage contracts, adoption and recognition, inheritance partition agreements, and other legal transactions prescribed to be formally arranged must be executed in a “formal arrangement” manner. This formal arrangement is conducted in the form of a record by the consul based on the situation and desire of the interested party. Therefore, these transactions (business documents) can only be arranged upon a personal application to the Turkish Consulate, along with the individual’s ID card, valid passport, and two newly taken passport-sized photographs.

Since multiple lawyers work in our law office, instead of issuing a power of attorney to each lawyer, if a power of attorney is issued in the name of our founding lawyer Umut Güneş, please remember to grant “SUBSTITUTION (authorization of other lawyers)” authority in the powers of attorney you will issue in the name of Umut Güneş, so that our other lawyers in the law office can act on your behalf.

**WARNING:** The examples of powers of attorney and explanations provided are written briefly for informational purposes and may contain broader or narrower authorities in terms of content. The explanations of the power of attorney examples written above and the definitions of the terms in the power of attorney may not fully correspond to the actual power of attorney or the terms, and they may also not completely reflect the elements needed during the issuance process. Those who use the power of attorney examples written on this page and the links provided on this page must be aware of these conditions. We have no legal commitment or responsibility regarding the power of attorney examples written on this page.

