**Documents to be Requested for Waste Importer Registration Certificate Applications**

1. ***Temporary Activity Certificate or Environmental Permit and License Certificate*** obtained from the Ministry to process the wastes in Annex-1 of the Communiqué**,**
2. **Capacity Report** of the facility **(**The capacity report submitted at the stage of obtaining the Temporary Activity Certificate or Environmental Permit and License Certificate will be taken into consideration.)
3. Waste Import Realization Report (Annex-4 of the Circular) (To be approved by the enterprise)
4. Residual Waste Management Plan (Annex-7 of the Circular) (To be approved by the enterprise)
5. Workplace Opening and Working License (In the 2nd and 3rd class Workplace Opening and Working License, the field of activity of the enterprise must be recovery/recycling.)
6. Turkish Standards Institute (T.S.E) Analysis Report (Analysis reports) obtained in the last 5 years for GTIP numbers regarding plastic wastes planned to be imported waste; GRANULES and/or FLEK and/or BURRS for PET, GRANULES for others must be taken from the sample. )
7. Facility Inspection Report (It will be prepared by the Provincial Directorate of Environment, Urbanization and Climate Change in the province where the enterprise is located. The Facility Inspection Report will be taken up-to-date for each year, and all GTIP numbers planned to be imported must be included.)
8. Applications such as adding new GTIP and waste code, changing the title, etc. are subject to a fee, and the application fee  **is 19,500 TL**.
9. Bank Guarantee Letter for facilities that will import plastic waste **(**Bank Letter of Guarantee must be prepared in the format specified in Annex-5 of the Circular, definitively and indefinitely, the examination process will begin after the original Bank Letter of Guarantee reaches the Ministry.)
10. Companies that will request a quota below the amount specified in the Capacity Report are required to issue the Quota Request Petition under the Capacity Report Amount and upload it to the system.
11. The fee for the Waste Importer Registration Certificate has been determined as **172.500 TL** (One Hundred and Seventy-Two Thousand Five Hundred TL) for 2025.

**a)**Payment will be made on behalf of the Ministry of Environment, Urbanization and Climate Change Revolving Fund Management Corporate Account with the reference number to be received by the companies that will make the payment through the system**.(Halk Bank Account Code: 106)**

**b)** When the fee is paid, the name of the **enterprise-facility and/or branch name and the "Waste Importer Registration Certificate Fee"** will be fully stated and written in the explanation section of the receipt.