

**Child Passport**  
**For children who are fifteen years and below**

Completed DHA-73, BI-529 in **BLACK pen** and in **BLOCK letters** before arrive service center.

- Mark what is applicable with an X, complete the form as fully as possible, **especially the parental information.**
- If a question is irrelevant, please indicate with an “N/A”.

- Parents are required to accompany the child when submitting the application in person.
- All supporting documents need to be certified or bring original English documents to us.
- Documents issued in a foreign language must be translated to English by a sworn translator or Notarized Certificate in English.

• Both parents should sign the DHA 73.

Original    Copy    Remarks

1	Four (4) recent coloured photos in white background (showing head and shoulders measuring 35mm x 45mm <b>with mouth closed</b> , head occupy 70-80%).			
2	South African current physical passport, <b>no acceptable of copy.</b>			
3	Passports of parents (original or certified copy). South African ID of parents, if available (original or certified copy).			
4	Birth Certificate (original or certified copy). <b>*Note:</b> foreign birth certificate should be translated to English by a sworn translator or Notarized Certificate in English (the original Chinese birth certificate is not fully translated).			
5	Marriage Certificate of parents (if applicable): original or certified copy. <b>*Note:</b> foreign marriage certificate should be translated to English by a sworn translator or Notarized Certificate in English.			
6	Foreign passport of dual nationality (original), if any.			
7	Letter of Consent: The non-South African parent must consent to the child's registration as a South Africa citizen.			
8	If one parent is unable to be present at the time of application, below documents should be submitted: <ul style="list-style-type: none"> <li>• Unable present parent' s certified ID copy.</li> <li>• Unable present parent' s signature page of DHA-73 form, must sign before local South Africa mission</li> </ul> <p>The local mission must send a confirmation email to the VFS office: info.dhasachn@vfishelpline.com.</p>			
9	Confirmation of Reporting the Loss of Passport Report Letter (issued by NIA, English version). To be submitted by applicants who lost their passports and are applying for a new passport (double application fee).			
10	Lost Passport: fill out BI-335E			

11	<p><b>Letter of permission to issue a passport.</b> To be submitted in cases when parents of the child concerned are divorced and only one has physical custody. The parent not having custody but allowed by the court to have access to the child can provide the requested letter of permission. In terms of South African passport regulations, the parent who has sole custody and guardianship can sign passport applications of their children on their own.</p>			
12	<p><b>Notes:</b></p> <p>If divorced and sole parental rights and responsibilities in regard to guardianship have not been granted to one parent, the child and both parents should sign the application form when the application is submitted.</p> <p>If a parent is deceased, his or her death certificate and a copy thereof must accompany the application for passport.</p> <p>In the case of minors born out of wedlock, the biological father's consent will also be required if any of the circumstances as outlined in Section 21 of the Children's Act, 1995, are applicable, the child and both parents should be in attendance when the application is submitted.</p> <p>If the applicant is in the care of a guardian other than the parents, proof of High Court's appointment must accompany the application. If a parent cannot be located or refuses to consent, or a dispute concerning consent arises, the matter should be referred to the Children's Court. The Court's decision must be submitted with the application for the passport.</p>			