



**SOUTH AFRICAN HIGH COMMISSION
NIGERIA**

VISA REQUIREMENTS CHECKLIST – VISITOR’S VISA EXCEEDING THREE (3) MONTHS

(Indicate by ticking YES/NO in the space provided.)

<u>GENERAL REQUIREMENTS</u>	YES	NO
1. Application Form (BI84) fully completed in black ink only		
2. Two identical passport size (35mm widthx45mm height) photographs on white background showing the complete face.		
3. A valid passport (validity of at least 30 days after the intended stay)		
4. 2 Copies of New & 1 copy of old passport data page as well as copies of existing visa and previously issued visas.		
5. Self-introduction letter with physical address and phone number.		
6. Introduction/Recommendation letter from an Employer, where applicable, signed with contact details, (full names of the Employer’s, approved signatories, physical address and phone numbers).		
7. Verifiable hotel reservation/bookings which must be done directly with the hotels and not through third parties, (e.g. booking .com; hotel .com, HRS, etc).		
8. Copy of international travelling certificate (yellow fever card) duly and fully completed by a health practitioner. <u>A fully completed card should bear the following information; i. full names of the applicant; ii. Passport number; iii. Date of birth; iv. Gender/sex; v. signature of the applicant; vi. Date on which vaccine was taken; vii. Health practitioner’s signature and the name of the centre where the vaccine was taken/administered; viii. Manufacturer and batch number of the vaccine; ix. Official stamp of the vaccinating centre; x. The period of validity of the vaccine. Children who are 10 years and below should submit their Clinic/Health Immunisation Cards. Any NEW Yellow Fever Card issued should be in line with the International Health Regulations of 2005. THE ONLY YELLOW FEVER CARDS (INTERNATIONAL TRAVELLING CERTIFICATE) ACCEPTABLE WILL BE THOSE ISSUED BY PORT HEALTH.</u>		
9. Copy of Birth Certificate must be legalized/certify by the Country’s Ministry of Foreign Affairs for Minors/Children travelling with parents. Where applicable, a consent letter/s with copy/ies of parent/s national identification card/passport data page of parent(s) who is not applying with the minor(s) should be attached to the application.		
10. Copy of Marriage or Death Certificate where applicable must be legalized/certify by the Country’s Ministry of Foreign Affairs to ascertain authenticity if the intended stay will be for more than 90 days.		
11. Non Refundable Visa Fee of ₦10,400.00 excluding service fee		
12. Booking Verifiable Flight		
13. Police Clearance - <u>An original police clearance certificate</u> • Must be issued by the police in each country where the applicant resided for 12 months or longer after attaining the age of 18 years, in respect of criminal records or the character of that applicant. • Shall not be older than six months at the time of its submission.		
14. An Original filled, stamped & signed Medical & Radiological Report form.		

ADDITIONAL SUPPORTING DOCUMENTS IN RESPECT OF A VISITOR VISA EXCEEDING THREE MONTHS. <u>(over and above, where applicable, the above mentioned requirements)</u>	YES	NO
1. A proof of sufficient available financial resources contemplated in section 11(1) (b) of the Act shall be in the form of a recent bank statement for the last three months. Sponsored trips should always have a sponsorship letter with full details of the sponsor and contact details; as well as a copy of National ID/passport data page. In the case of a company account, the bank reference letter should state the sole signatory to the account. <u>(Original, Stamped & Signed by the bank authority)</u>		
2. An activity contemplated in section 11(1)(b)(iv) of the Act shall be work conducted for a foreign employer pursuant to a contract which partially requires conducting of certain activities in the Republic and relates to- (a) The spouse or dependent child of the holder of a visa issued in terms of section 11, 13,14,15,17,18,19,20 or 22. Application shall be accompanied by proof of kinship (b) Teaching at an international school, application shall be accompanied by a contract of employment signed by the employer of the applicant and a written undertaking of financial responsibility for the applicant (c) In respect of films and advertisement produced in South Africa, including, but not limited to, an actor, cameraman, hairstylist, make-up artist or lighting and sound engineer, application shall be accompanied by the documentation confirming such production and the duration thereof. (d) A foreign journalist seconded to the Republic by a foreign news agency, application shall be accompanied by documentation confirming such secondment and the duration thereof. (e) A visiting professor or lecturer or an academic researcher, application shall be accompanied by an invitation from the host in the Republic. (f) An artist who wishes to write, paint or sculpt, application shall be accompanied by documentation confirming the activity to be undertaken and the duration thereof. (Proof of registration with relevant bodies) (g) A person involved in the entertainment industry travelling through the Republic to perform, application shall be accompanied by confirmation thereof by the host in the Republic. (h) A tour leader or host of such tour, application shall be accompanied by the contract of employment signed by the employer of the applicant and a written undertaking of financial responsibility for the applicant. (i) A foreigner who is required to stay in the Republic in order to testify as a state witness in a criminal case: Provided that in such a matter, the application shall be initiated by the relevant Deputy Director of Public Prosecutions.		