

## APPLICATION FOR A VISITOR'S PERMIT FOR A PERIOD EXCEEDING THREE (3) MONTHS

Dear Sir/Madam,

We refer to your enquiry and wish to inform you that a foreigner, who intends to reside in the Republic of South Africa for a period exceeding three (3) months, may be issued with a visitor's permit (see note below with regard to the different types of visitor's permits). The following documentation must be submitted in respect of each person applying for a visitor's permit:

- a fully completed application form (**please use block letters and black ink only**), including one (1) passport photograph (see [Form BI-84](#));
- a passport valid for no less than thirty (30) days after departure from the Republic of South Africa, and containing at least two (2) blank pages for endorsements (non-German passports must contain a valid long term or permanent residence permit for the Federal Republic of Germany);
- documentation confirming the purpose and duration of the visit, in the form of a confirmation from the South African organisation or institution, where applicable;
- a yellow fever vaccination certificate, if the applicant travelled or intends travelling from or through a yellow fever endemic area: provided that the certificate shall not be required when the applicant travelled or intends travelling in direct transit through such area;
- in respect of the applicant's marital status or spousal relationship, the following documentation shall be submitted:
  - a) a marriage certificate in the case of a married applicant;
  - b) proof of a permanent spousal relationship in the case of so called *life partners*, including:
    - i. the prescribed affidavit, which is available on request from our office;
    - ii. documentation proving cohabitation and the extent to which the related financial responsibilities are shared by the parties;
    - iii. proof of a legal divorce or the death of a spouse in the event of a preceding marriage; and
    - iv. in the case of a relationship concluded between two foreigners in a foreign country, official recognition thereof issued by the authorities of the relevant country;
  - c) a death certificate in the case of a widowed applicant;
  - d) a decree of divorce in the case of a divorced applicant; or
  - e) proof of legal separation in the case of a separated applicant;
- in respect of minor dependent children accompanying the applicant to or joining the applicant in the Republic, the following documentation shall be submitted:
  - a) an unabridged birth certificate;
  - b) proof of adoption, in the case of an adopted minor;
  - c) proof of guardianship or custody, in the case of a minor subject to guardianship or custody; or
  - d) consent from the guardian, in the case of an unaccompanied minor;
- a police clearance certificate, issued by the police or security authority in each country where the applicant resided for 12 months or longer since having attained the age of 18 years, in respect of criminal records or the character of the applicant, and this certificate shall not be older than six (6) months at the time of its submission;
- a medical report (see [Form BI-811](#)), which shall not be older than six (6) months at the time of its submission;
- a radiological report (see [Form BI-806](#)), which shall not be older than six (6) months at the time of its submission, and shall not be required in respect of children under the age of 12 years or pregnant women;
- proof of sufficient financial means, which shall be in the form of:
  - a) bank statements
  - b) cash available, including travellers' cheques;

- c) undertaking supported by, where necessary, bank statements or salary advices, by the host in the Republic accepting responsibility for the costs related to the maintenance and removal of the applicant, should this be necessary;
- d) scholarships or bursaries in the case of scholars and students respectively;
- proof of medical insurance recognised in the Republic of South Africa;
- proof of a valid return flight reservation or payment of a cash deposit of €767, or both the return air ticket and cash deposit, which shall be refunded to the applicant after his/her final departure or after a permanent residence permit has been issued to the applicant;
- a self-addressed A5-size envelope with postage paid for €3,50 (*per Einschreiben*), to return the endorsed passport and personal original documents;
- the non-refundable application fee of €52,-.

Payment of the above-mentioned application fee and cash deposit, if applicable, may be made through an electronic bank transfer to the following account (**payment by electronic bank transfer is not possible for applicants who reside in Bavaria and Baden-Wuerttemberg**):

Recipient : Botschaft der Republik Südafrika  
 Account number : 266 181 700  
 Banking institution : Commerzbank AG Berlin  
 Bank code : 100 400 00

A copy of the transfer slip should be submitted together with application, as proof of payment. Furthermore, if applicable, the cash deposit should be transferred separately from the application fee. Only applicants who submit their applications personally at our office may alternatively pay the application fee and cash deposit, if applicable, in cash; such applicants must however, ensure that they have the exact amounts, as no change is available from our office.

Kind regards  
 Consular Section  
 Embassy of the Republic of South Africa  
 Tiergartenstr. 18  
 10785 Berlin

Tel.: 030 22073 0 (Mon-Fri; 14:00-16:30)  
 Fax: 030 22073 202  
 Email: [berlin.consular@foreign.gov.za](mailto:berlin.consular@foreign.gov.za)

**Note:**

- *The following types of visitor's permits may be issued:*
  - a) *in respect of an academic sabbatical;*
  - b) *in respect of voluntary or charitable activities;*
  - c) *in respect of research;*
  - d) *in respect of any other prescribed activity;*
- *A visitor's permit may be issued to a foreign spouse or dependent child of the holder of a valid visitor's permit, study permit, treaty permit, business permit, medical treatment permit, work permit, or exchange permit.*
- *A visitor's permit may be issued to a foreigner, who is the spouse of a South African citizen or permanent resident and who does not qualify for any of the permits contemplated in sections 13 to 22 of the Immigration Act as amended, provided that:*
  - a) *such permit shall only be valid while the good faith spousal relationship exists;*

- b) *on application, the holder of such permit may be authorised to perform any of the activities provided for in the permits contemplated in sections 13 to 22 of the Immigration Act as amended; and*
- c) *the holder of such permit shall apply for permanent residence contemplated in section 26(b) of the Immigration Act as amended, within three (3) months from the date upon which he or she qualifies to be issued with such permit.*
- *A visitor's permit may be issued for a period not exceeding three (3) years.*
- *The holder of a visitor's permit may not conduct work with or without remuneration or reward, unless authorised by the Director-General of the Department of Home Affairs. (Further information in this regard may be requested from our office).*
- *Documentation that accompanies the application shall be original or certified copies and, if applicable, translated by a sworn translator into English.*
- *A complete application may be either mailed to our office, or submitted personally during the consular opening hours: Mon-Fri; 09:00-12:00.*
- *On condition that a complete application for a permit is submitted, the time required to process the application is normally 15 working days. Please note however, that during the high season (June-August & November-January), the processing of applications may take longer.*
- *Our office may only issue a permit within three (3) months before the applicant's intended date of entry into the Republic of South Africa; we therefore kindly request that applications are not submitted prior to this issuing period.*
- *Applicants who reside in Bavaria and Baden-Wuerttemberg must submit their applications, **as well as pay all applicable fees and cash deposits in cash or as a bank-guaranteed cheque (please do not use the above-mentioned account for electronic bank transfers)**, to the South African Consulate-General in Munich:*

*South African Consulate-General  
Postfach 15 17 09  
80050 Munich*

*Tel: 089 23 11 63 0  
Fax: 089 23 11 63 53  
Email: [munich.consular@foreign.gov.za](mailto:munich.consular@foreign.gov.za)*