

SOUTH AFRICA VISA APPLICATION CHECKLIST

The South African High Commission has provided guidance to help you submit your application. This guidance is available from <http://www.vfsglobal.com/SOUTHAFRICA/kenya>.

This form will be used by the staff member who accepts your visa application to record the documents you have submitted with your application.

IMPORTANT INFORMATION

1. CHILDREN BELOW 1 YEAR OF AGE DO NOT REQUIRE A YELLOW FEVER CERTIFICATE.
2. PLEASE ENSURE YOUR PASSPORT IS SIGNED.
3. APPLICANTS ARE REQUESTED TO SUBMIT THEIR APPLICATIONS IN PERSON.
4. FOR GROUP APPLICATIONS, KINDLY PROVIDE COPIES OF SUPPORTING DOCUMENTATION TO EACH APPLICATION.
5. ADDITIONAL DOCUMENTS REQUESTED AFTER SUBMISSION OF AN APPLICATION SHOULD BE DELIVERED TO THE SOUTH AFRICA HIGH COMMISSION OFFICES ON LINDAN A ROAD UNLESS OTHERWISE ADVISED.

MANDATORY REQUIREMENTS FOR ALL VISA TYPES

	Available		Available
Completed Application Form (bi84 - FORM 11) in Black Ink only		A valid passport in respect of each applicant, and the applicable fee, with at least 2 clear pages. Passport must be valid for a period of one month after departure from the Republic of South Africa.	
A photocopy of a valid signed Yellow Fever page together with the cover page		Photocopy of bio-data page of your current passport and immediate previous if submitting a new one on application date	
Verifiable return flight booking OR itinerary of country to country if travelling by road.		Passport size photograph (45 x 35 mm) (not more than 12 months old) Please visit our website www.vfsglobal.com/SouthAfrica/kenya for more information on photograph specifications.	
Signed confirmation of employment/study letter from an employer/institution, with contact details, (full names of the employers, approved signatories, physical address and phone numbers) PROOF OF OCCUPATION IS MANDATORY		For self-employed applicants, letter from their Business, certificates of Registration documents/ownership with current contact address. If retired, please submit a written statement. PROOF OF OCCUPATION IS MANDATORY	
Non-refundable fee of Kshs.4,800.00 (to Countries that are not fee exempt). This excludes VPS Service Fee		For foreign nationals, you are required to have a WORK, STUDY OR RESIDENCE PERMIT valid for ONE year and above ENDORSED ON YOUR PASSPORT .	

MEDICAL TREATMENT

Signed Referral letter from a Doctor in Kenya specifying the nature of health problem. (Landline number as well as the physical address).		Signed Appointment letter from a Doctor in South Africa with contactable details of the doctor, (Landline number as well as the physical address) A) A letter from his/her registered medical practitioner or medical institution within the Republic confirming:- i. That space is available at the medical institution ii. The estimated costs of the treatment iii. Whether or not the disease or ailment is treatable or curable iv. The treatment schedule; and v. The period of intended treatment in the Republic; B) The details of, and confirmation by, the person or institution responsible for the medical expenses and hospital fees; Provided that in a case where the applicant's medical scheme or employer is not liable for expenses incurred, proof of financial means to cover the medical costs shall be submitted;	
Proof of funds in form of an original 3-month Current Bank Statement, stamped and signed by the Bank		Confirmed Hotel Reservations (where applicable)	

Principal Applicant's Name _____

Signature _____ Date _____

IMPORTANT INFORMATION: WHERE IT IS CONSIDERED IN THE INTEREST OF SOUTH AFRICA TO CALL FOR FURTHER INFORMATION IN REGARD TO THE ABOVE CATEGORY, THE SOUTH AFRICA HIGH COMMISSION RESERVES THE RIGHT TO DO SO AND APPLICANTS ARE HUMBLY REQUESTED OBLIGE.

Updated: 22/07/2019

/Staff Initial

Date: