

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/>

The staff member who accepts your visa application to record the documents you have submitted with your application will use this form.

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 ENCOURAGED 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.

MANDATORY REQUIREMENTS

	Available		Available
Completed Application Form(DHA-84 FORM 11) in Black Ink only		A valid passport in respect of each applicant, and the applicable fee, with at least 3 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 Yellow Fever Certificate – Centre page with signature and 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)		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 VFS 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.	

SECTION 11(2)

➤ Letter from the SA host/Company addressed to the Director General of Home Affairs stipulating the following: • Purpose and necessity of the work • Nature of work • Qualification and skills required for the work (C.V is Mandatory) • Duration of visit and work • Place of work. • Information on remuneration or stipend. • Identity and contact details of the host(recently certified copy not older 3 months)		➤ Proof of Financial means in form of an Original 3-Month Current Bank Statement, stamped and signed by the Bank. ➤ Bank Verification Form. ➤ Confirmed Hotel Reservations.	
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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 ANY OF THE CATEGORIES/CLASSES OF APPLICANTS, THE SOUTH AFRICA HIGH COMMISSION RESERVES THE RIGHT TO DO SO AND THE APPLICANTS ARE HUMBLY REQUESTED TO OBLIGE.

Staff Initial:

Date: