



**SOUTH AFRICAN HIGH COMMISSION
NIGERIA**

VISA REQUIREMENTS CHECKLIST – RELATIVE VISA

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

GENERAL REQUIREMENTS	YES	NO
1. Application Form (DHA - 1738) fully completed in black ink only		
2. Two identical passport size (35mm width x45mm 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 Immunization 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. Proof of financial status (three months recent bank statement) or financial support letter from employer with three months bank statement) in a case where the Employer is sponsoring the trip. In the event the applicant is travelling on a private capacity, the bank statement submitted should reflect the salary deposited into the applicant's bank statement. 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. Certain Corporate Entities are exempted from this requirement. 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>		
10. Copy of Birth Certificate must be legalize/certify by the Country's Ministry of Foreign Affairs to ascertain Authenticity for Minor(s)/Children travelling with parent(s). Where applicable, a consent letter/s with copy/ies of parent/s national identification card/passport data page of parents who is not applying with the minor(s) should be attached to the application		
11. Copy of Marriage or Death Certificate (where applicable) must be legalize/certify by the Country's Ministry of Foreign Affairs to ascertain the authenticity if the intended stay will be for more than 90 days		
12. Non Refundable Visa Fee of ₦8,600.00 excluding service fee, spouses are exempted from Visa Fee		
13. Verifiable Flight Booking		
14. 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.		
15. An Original filled, stamped & signed Medical & Radiological Report form.		

ADDITIONAL SUPPORTING DOCUMENTS FOR A RELATIVE VISA. <u>(over and above, where applicable, the above mentioned requirements)</u>	YES	NO
1. Proof of kinship, within the second step, between the applicant and the citizen or permanent resident in the form of - (a) An unabridged birth certificate; and (b) Where necessary, paternity test results.		
2. The financial assurance contemplated in section 18(1) of the Act shall be an amount, per person per month, as determined from time to time by the Minister by notice in the <i>Gazette</i> , to be proven by means of a current salary advice or a certified bank statement not older than three months at the time of application: Provided that the financial assurance shall not be required where the South African citizen or permanent resident is a dependent child.		
3. A relative's visa may be issued for a maximum period of two (2) years at a time		
WHERE AN APPLICANT IS VISITING A FAMILY MEMBER THE FOLLOWING MUST BE INCLUDED		
4. Letter of invitation from the person living in South Africa with physical address and phone number.		

5. Proof of his/her residence in South Africa in the form of a utility bill (Water and Electricity bills).		
6. Certified copies of the host/invitee's identity document, if he/she is a Foreign National in South Africa, copy of the passport and the Permit legalizing him/her to stay in the Republic MUST be attached.		