



Applications have a minimum processing time of **8-10 weeks** for Temporary Resident Permit. The Department of Home Affairs cannot guarantee that your visa application will be processed within the minimum processing time. Applications are assessed individually, and time frames may vary, therefore you are kindly requested to wait until a decision on your application is taken and is ready for collection, as VFS Global cannot control or influence the processing times in any way.

The onus is on the applicant to ensure that they have met the requirements for the application which they have chosen to apply for and to ensure all documents as per the checklist have been submitted. You will not be able to submit further documents once your application has been submitted at the Visa Facilitation Centre. The documents that you submitted at the time you lodged your application will be the only documents that will be considered.

I have read and understood the above and wish to continue with my application.

Applicant Name \_\_\_\_\_ Signature \_\_\_\_\_

## SECTION 27(C)]: BUSINESS

FAMILY MEMBERS MAY APPLY TOGETHER WITH THE MAIN APPLICANT.

Please note that the following businesses are regarded as undesirable:

1. Businesses that import second hand motor vehicles into the Republic for the purpose of exporting to other markets outside the Republic of South Africa
2. The exotic entertainment industry
3. Security industry
4. Hospitality industry
5. Fast-food outlets and franchises
6. Cosmetic and beauty industry

**NOTE: ALL DOCUMENTS ISSUED BY THE ISSUING AUTHORITY OF THE COUNTRY OF ORIGIN SHALL BE ORIGINAL OR CERTIFIED COPIES AND WHERE APPLICABLE TRANSLATED INTO ENGLISH, WHICH TRANSLATION SHALL BE CERTIFIED AS A CORRECT TRANSLATION BY A SWORN TRANSLATOR.**



**APPLICANTS MUST RENEW THEIR VISA WHILST AWAITING THE OUTCOME FOR PRP**

Documents Required	Yes	No
<ul style="list-style-type: none"> <li>Complete, accurately filled and signed application form <b>(DHA 1738)</b> by the applicant in black ink.</li> </ul>		
<ul style="list-style-type: none"> <li>Application to be submitted in person.</li> </ul>		
<ul style="list-style-type: none"> <li>Two passport sized photos recently taken with white background as per 35mm x 45mm size.</li> </ul>		
<ul style="list-style-type: none"> <li>Valid passport which expires in no less than <b>90 Days</b> after expiry of the intended date of departure from the Republic of South Africa. <b>(9(1)(a))</b></li> <li>Passport should have at least <b>three (3)</b> sheets available.</li> </ul>		
<ul style="list-style-type: none"> <li>Non-refundable payment of the prescribed Visa fee + Service Fee. <b>(Swipe credit/debit card or direct cash deposit into the bank i.e. only after getting application checked and verified at the centre)</b></li> </ul>		
<ul style="list-style-type: none"> <li>Introduction letter from the applicant specifying the purpose of visit duly signed.</li> </ul>		
<ul style="list-style-type: none"> <li>Original Certified copy of passport. <b>(Certified by issuing office, if you are a foreigner residing in Botswana certify at your embassy)</b></li> </ul>		
<ul style="list-style-type: none"> <li>Clear original certified copies of valid work permit <b>(Certified By Botswana Labour)</b> and residence permit <b>(Certified By Botswana Immigration with Validity)</b> not to be less than 3 months) Foreigners visiting Botswana must note that they do not qualify to apply for a Business Permit to South Africa. Should your Botswana permits be expiring in 90 days from date of intended submission, your application will not be taken.</li> </ul>		
<ul style="list-style-type: none"> <li>A medical report (not older than 6 months on the day of submission)</li> </ul>		
<ul style="list-style-type: none"> <li>A radiological report. Provided that a radiological report shall not be required in respect of children under the age of 12 years or pregnant women;(If pregnant please bring doctor's letter confirming the pregnancy) (not older than 6 months on the day of submission)</li> </ul>		
<ul style="list-style-type: none"> <li>A copy of yellow fever vaccination certificate if that person travelled or intends travelling from or transiting through a yellow fever endemic area: (Provided that the certificate shall not be required where that person travelled or intends travelling in direct transit through such area)</li> </ul>		
<ul style="list-style-type: none"> <li>Proof of sufficient financial means contemplated in sub-regulation <b>(3)</b>. Three months recent bank statement with a <b>BANK STAMP</b> on it with not less than <b>P3000.00</b> per applicant. If you submit business bank statements, remember to bring the bank signatory letter.</li> </ul>		
<ul style="list-style-type: none"> <li>Divorce decree to prove the dissolution of a marriage in the case where a party was a spouse in the previous marriage or the death certificate of the deceased spouse.</li> </ul>		
<ul style="list-style-type: none"> <li>Proof of financial support to each other.</li> </ul>		
<ul style="list-style-type: none"> <li>Proof of parental responsibilities and rights or written consent in the form of an affidavit from the other parent or legal guardian, as the case may be In respect of dependent children accompanying the applicant or joining the applicant in the Republic.</li> </ul>		



• Unabridged birth certificate, or extract from birth record for applicant(s).		
• A deed poll in the case of the applicant who has changed his or her name, surname or sex.		
• Original Police clearance certificate issued by the police or security authority in each country where the relevant applicant resided for 12 months or longer after attaining for the past 5 years in respect of criminal records or the character of that applicant, which certificate shall not be older than six months at the time of submission: (Provided that the certificate shall not be required from a foreign country in the case of renewal or extension of a visa)		
• A certificate issued by a chartered accountant registered with the South African Institute of Chartered Accountants (SAICA) or a professional accountant registered with the South African Institute of Professional Accountants (SAIPA) to the effect that at least an amount in cash of R5 million as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the Gazette, is available; or		
• An amount of R5 million in cash and capital as determined from time to time by the Minister, after consultation with the Minister of Trade and Industry, by notice in the Gazette, is available to be invested in the republic.		
• A letter of recommendation from the Department of Trade and Industry regarding the feasibility of the business and the contribution to the national interest of the Republic.		
• An undertaking that at least 60% of the total staff compliment to be employed in the operations of the business shall be citizens or permanent residents employed permanently in various positions.		
• An undertaking to register with the South African Revenue Services.		
• An undertaking to register with the Unemployment Insurance Fund.		
• An Undertaking to register with the Compensation Fund for Occupational Injuries and Diseases.		
• An Undertaking to register with the Companies and Intellectual Properties Commission (CIPC), where legally required.		
• Proof of registration with the relevant professional body, board or council recognised by SAQA in terms of section 13(2)(i) of the National Qualifications Framework Act, where applicable		
<b>AN APPLICANT WHO INVESTS OR HAS INVESTED IN AN EXISTING BUSINESS AS A PARTNER SHALL IN ADDITION SUBMIT,</b>		
• Proof of investment in the business and the partnership agreement.		
• Financial statements in respect of the preceding financial year.		
• A letter of confirmation from the Department of Labour that 60% of the total staff compliment employed in the operations of the business are citizens or permanent residents who are employed permanently in various positions.		
• <i>Proof of residence in RSA in the form of a title deed &amp; utility bill/lease agreement (12 months validity)</i>		

**PLEASE NOTE THAT YOU WILL BE REQUIRED TO PROVIDE ADDITIONAL INFORMATION OR DOCUMENTATION OVER AND ABOVE THE INFORMATION PROVIDED ON THE CHECK LIST!**



**Declaration** (*Applicable only if Application is incomplete*)

*"I am aware of the incompleteness of my application, and I insist on submission to the Consulate/Embassy for processing. I understand the Visa Application Centre will not be held responsible if the visa application is refused on the same account"*

Applicants Name \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

**For Official Use**

Staff Name: \_\_\_\_\_ Staff Signature: \_\_\_\_\_

**Date of Submission:**..... / ...../.....

**Comments**

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home affairs

Department:  
Home Affairs  
REPUBLIC OF SOUTH AFRICA



VFS.GLOBAL  
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