

Checklist for Visitor's Visa (Visiting Family or Friend) Beijing Jurisdiction

短期签证-探亲或访友 材料清单（北京领区）

Submission Date/申请日期: _____

Name of Applicant/申请人姓名: _____

Passport Number/护照号码: _____

Your visa application will be processed and decided by South African Embassy / Consulate General. VAC staff do not play any part in or influence the outcome of your visa application.

南非大使馆/总领事馆对您的签证申请作出决定。 签证申请中心员工不参与或影响您的签证申请结果。

Note 注意:

- All documents provided only in Chinese should be properly translated in English.

请确保所有的中文材料都翻译成英文。

- If there are notarized or certified documents provided, please be sure to provide one copy of the documents.

如果申请材料中包括公证件或认证件， 请同时提供公证件或认证件的复印件。

If you wish to submit the original documents without photocopies, the original documents will not be returned to you. 若只递交原件，未递交复印件，使馆不退还原件。		Yes/No 有/没有		
Valid Passport or Travel Document 有效护照或旅行证件 *Passport should be valid for no less than 30 days after the expiry of your intended visit 护照需在预计访问南非后至少 30 天有效 *Passport includes at least two blank visa pages (one to endorse visa and one for entry stamps) 护照上至少有两页空白页(一页贴签证，一页盖入境章) One copy of the first page of the passport (on A4 paper) 护照首页复印件一份（A4 尺寸）				
<ul style="list-style-type: none">• Completed Form (DHA-84) if sojourn within 90 days 在南非的停留期不超过 90 天，请完整填写 DHA-84 表格• Completed Form (DHA-1738) if sojourn exceeding 90 days 在南非的停留期超过 90 天，请完整填写 DHA-1738 表格 Please note that the form has to be filled out ONLY in English with black ink pen. 请用黑色墨水笔以英文完整填写				
One color passport size photograph with white background 一张彩色白底护照照片				
Documents required 所需材料	Original 原件	Copy 复印件	Remarks 备注	For official use ONLY 官方使用
1	Proof of return flight reservation on letter head paper 带抬头纸的往返机票预订单			
2	Proof of financial means (of the applicant and the inviter) to cover envisaged living expenses during stay in RSA in form of recent stamped bank statements for 3 months (Salary/Pension account preferable) 提供以下形式的可支付在南非期间所需费用的财力证明（申请人和邀请人均需提供） 最近三个月银行对账单（如提供工资卡/养老金更好），须有银行盖章			

3	Signed invitation letter in English by the inviter specifying name(s) of the invitee(s), dates of proposed visit, inviter's present address, telephone number, etc. 由邀请人署名的英文邀请信，内容包括邀请人现居住地址、电话、被邀请人的姓名和预计访问时间等详细情况				
4	Proof of inviter being a member of the immediate family of the applicant(s) in cases of visiting relatives (marriage certificate, birth certificate, family book etc.) 申请人与邀请方为直系亲属的亲属关系证明文件的复印件及正式英文翻译件，如结婚证、出生证、户口本等（此项仅适用于探亲签证申请）				
5	In case sojourn exceeding 90 days 停留期超过 90 天需提供： 1) Original Police clearance certificates with (all applicants 18 years and older) for all countries in which you resided for a period of one year or longer since your 18th birthday including South Africa. Please provide original and one copy, and formal English translation (if non-English). Certificates may not be older than six months at the time of submission of the application. 年满 18 岁的申请人须提供 18 岁以后在所有居住满一年以上的国家（包括南非）的无犯罪证明原件、复印件及正式英文翻译件。无犯罪证明的出具日期应在提交申请之日的 6 个月内。 2) Health Certificate for International Traveler and original Medical Certificate (DHA layout) which are not older than six months at the time of submission. The DHA-layout Medical Certificate should include the applicant's passport number with full name. 国际旅行健康检查证明书（小红本）以及 南非内政事务部格式的体检证明原件（须包括申请人的姓名及护照号），文件出具日期应在递交申请之日的 6 个月内。				
6	Applicants under 18 years old should provide 18 岁以下申请人需提供： 1) One copy of Birth Certificate with formal English translation 出生证明复印件及正式英文翻译件 2) Consent Note issued and signed by commissioner of oath/ local authorities should be submitted by parent(s) who is/are not travelling with the child. If both are not accompanying the child, details and Certified ID or Passport copy of the accompanying person should also be provided 不同行的父母要提供公证处或权利相关部门签署的同意书；若孩子父母双方都无法陪同，还需提供授权委托人员的详细信息及身份证或护照的英文认证件 3) Undertaking letter of expenses 费用承担信 4) Copy and translation of ID card/ passport bio-page of parent/s who is/are not travelling with the child 不同行父母的身份证件复印件及翻译件				
7	Certified copy of SA inviter's identity (SA Identity Card/SA Passport /SA Permanent Residence Permit /Passport Bio-page +Long-term Visa) within 3 months (only copy is required for inviter whose visa was issued in China or who is within the territory of China at the date of submission), except the situation where the applicant is invited by the South African Government department or Institution 邀请人三个月内认证的南非身份证/南非护照/南非永居/护照+长期签证的复印件（邀请人的签证在中国境内签发或申请当日入境中国的只需提交复印件），若申请人的邀请单位是南非政府部门或机构，无需提供邀请人身份证件				
8	If a person applies for more than 30 days, to provide a detailed schedule of what they will be doing in RSA 如果访问南非超过 30 天，需提供访问期间的详细行程安排				
9	A yellow fever certificate (If that person traveled or intends travelling from or through a yellow fever area) 如申请人来自或将要前往黄热病地区需出具黄热病疫苗注射证明				

Please Note: In addition to the above requirements, supplementary documentation might be requested by the South Africa Embassy / Consulate.

请注意：除以上基本材料外，南非大使馆/领事馆有权要求申请人补交其他相关材料

Courier Fee (If applicable): _____

快递费用（如需要）

The applicant has confirmed that s/he has read the guidance above and no other documents to submit and wishes to go ahead with the application. Applicant ensures that the information provided by him/her is true and correct.

申请者确认已经阅读以上申请指南，确定不再递交其它材料。 申请者确认以上提供的信息真实无误

Name of applicants: _____

申请人姓名：

Signature: _____

签名：

Name of VAC Staff: _____

签证中心员工姓名：

Signature: _____

签名：

***Representatives/Travel Agency (If applicable)**

代理/旅行社（如需要）

Name of Representatives: _____

代理人签名：

Contact Number: _____

联系电话：

Email Address 邮箱地址: _____