

Documents Checklist for Visitor's Visa

(A PERIOD EXCEEDING THREE MONTHS LESS THAN 3 YEARS)

申请停留时间超过三个月但不超过 3 年的访问签证所需材料清单

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 staffs 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的签证申请结果。

*Please note: Applications that do not meet the requirements of the Consulate/Embassy as per checklist, will be rendered incomplete and thus NOT accepted by the Visa Application Center. 若申请材料不符合使馆/领馆清单要求和/或不完整, 则签证中心不予受理。 *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/领馆不退还原件。				Yes/No 有/没有	
Passport or Travel Document 护照或旅行证件 -Passport must be valid for 30 more days after the intended return date from South Africa, and 2 copies of the bio page of the passport. 护照必须在预定从南非返回后的 30 天内有效以及两张护照个人信息页复印件 -At least two (2) unused (blank) pages (one for affixing the visa one for endorsement of entry/departure stamp) 护照上至少有两页空白页(一页贴签证, 一页盖出/入境章)					
Completed Form (DHA-1738): Please note that the form must be filled out ONLY in English with black ink pen 填写完整的 DHA-1738 表格: 请仅用英文和黑色水笔完整填写					
Certificate of health examination and medical report on prescribed form (physical) both original file and one photocopy. The certificate must not be older than six (6) months at the time the applicant submits an application. 健康检查证明书和医生出具的体检报告原件和复印件。在申请人提交申请时, 证书不得超过六(6)个月。					
Two color passport size photographs with white background within 6 months. 近半年两张彩色白底护照规格照片					
Documents Required/所需材料 Please ensure that all documents should be properly translated in English if there are any documents provided only in Chinese. 请确保所有的中文材料都翻译成英文。		Original 原件	Copy 复印件	Remarks 备注	For Official Use ONLY 官方使用
1	Proof of itinerary /reservation of air ticket from an airline. Please do not purchase air ticket until you obtain a South African visa. 来自于航空公司的行程/预订机票证明。在获得南非签证之前, 请不要购买机票。				

In accordance with Immigration Regulation 11(1)(b)(iv), foreign employers are required to complete part of the work in South Africa to complete the contract, and the related visit activities and required documents are as follows:

依据移民法规11(1)(b)(iv)条例，外国雇主为完成合同，部分工作需要在南非境内完成，与之相关的访问活动及需要提交的材料如下：

- 1) The spouse or dependent child of the holder of a visa issued in terms of section 11,13, 14, 15, 17, 18, 19, 20 or 22, application shall be accompanied by proof of kinship.
在南非境内完成合同的签证持有人的配偶及需要抚养的子女，应提供亲属关系证明。
- 2) Teaching at an international school, application shall be accompanied by a contract of employment signed by the employer of the applicant and a written undertaking of financial responsibility for the applicant.
在国际学校教书的教师，需提供与雇主签订的聘用合同及雇主出具的书面财力担保。
- 3) In respect of films and advertisements produced in RSA, including, but not limited to, an actor, cameraman, hairstylist, make-up artist or lighting and sound engineer, application shall be accompanied by documentation confirming such production and the duration thereof.
在南非拍摄电影和广告，包括，不仅限于这些，演员、摄像、发型师、化妆师或灯光和音效工程师，需提交文件证明拍摄活动和时间。
- 4) A foreign journalist seconded to the RSA by a foreign news agency, application shall be accompanied by documentation confirming such secondment and the duration thereof.
外国通讯社派驻南非记者，需提交文件证明派驻任命和派驻时间。
- 5) A visiting professor or lecturer or an academic researcher, application shall be accompanied by an invitation from the host in the RSA.
访问学者或讲师或学术研究员，需提交南非接待方的邀请信。
- 6) An artist who wishes to write, paint or sculpt, application shall be accompanied by documentation confirming the activity to be undertaken and the duration thereof. (Proof of registration with relevant bodies).
希望在南非进行写作、绘画或雕塑创作的艺术家，需提供文件确认创作活动及所需时间。(需提供在相关行业协会的注册证明)。
- 7) A person involved in the entertainment industry, travelling through the Republic to perform, application shall be accompanied by confirmation thereof by the host in the RSA.
将在南非境内进行巡演的娱乐业从业人员，需提交接待方的确认函。
- 8) A tour leader or host of such a tour, application shall be accompanied by a contract of employment signed by the employer of the applicant and a written undertaking of financial responsibility for the applicant.
导游或旅游接待者，需提供与雇主签订的聘用合同及书面财力保证。
- 9) A foreigner who is required to stay in the RSA to testify as a state witness in a criminal court case: Provided that in such a matter, the application shall be initiated by the relevant Deputy Director of Public Prosecutions.
南非副检察长要求在南非刑事法庭出庭作证的目击证人。

3	<p>Verified signed invitation letter in English by the host specifying name(s) of the applicant(s), detailed dates of proposed visit, host's present address, telephone number, etc. If all travel expenses of the applicant are funded by the inviter, the proof of funds needs to be issued by the inviter.</p> <p>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。如申请人的所有旅行费用由邀请人出资，则资金证明需要邀请人出具。</p>				
4	<p>Proof of sufficient fund (in the form of three months recent bank statements stamped by bank or certified copy) for own maintenance for the duration of stay, the minimum balance is not less than 3,000 Rand, 1,204 RMB.</p> <p>有足够的资金证明（以最近三个月的银行盖章对账单的形式或认证文件）以在逗留期间维持自己的生活，最低余额不少于 3,000 兰特，1,204 元人民币。</p>				
5	<p>Minors under the age of 18 need to provide:</p> <p>18 岁以下未成年人需出具：</p> <ul style="list-style-type: none"> • Sworn translated copy of original birth certificate. 出生证明原件的宣誓翻译件。 • Consent letter from parent(s) in case of child/children traveling alone or with other parent. 父母的不随行同意书，如果孩子独自旅行或与父母一方一起旅行，需签署不随行同意书。 • Undertaking letter of expenses. 费用承担信。 • 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。 				
6	<p>Police clearance certificates (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. Certificates may not be older than six months at the time of submission of the application. Police clearance certificates in China requires notarized documents.</p> <p>年满 18 岁的申请人需提供 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。无犯罪证明的出具日期应在提交申请之日的 6 个月内。中国无犯罪需要公证文件。</p>				
7	<p>Yellow fever certificate is required if applicant is passing through yellow fever belt area before entering South Africa.</p> <p>如果申请人在进入南非之前经过黄热病带地区，则需要出示黄热病证书。</p>				
8	<p>Applicants who reside or work in other jurisdiction besides the passport issuing authority, should apply under that jurisdiction and provide the following documents:</p> <p>如果护照签发地不属于本辖区，而申请人要在其长期工作、居住地所属的辖区递交申请，那么申请人需要提供以下材料：</p> <ul style="list-style-type: none"> • Shanghai Jurisdiction applicant's ID card or residence permit. 申请人上海辖区的身份证或者是居住证。 • Social insurance record for 6 months prior to submitting the application. 申请人递交申请前至少 6 个月的社保记录。 				

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: _____

Signature: _____

申请人姓名：

签名：

Name of VAC Staff: _____

Signature: _____

签证中心员工姓名：

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:** _____