

General Requirements for Long Stay Visa

Note: Please be advised all documents should be printed in a4 paper

1. Passport, (valid for at least 30 days after the intended stay/departure date from South Africa; at least Two unused/blank visa pages) New and Old Passport.
2. Two recent (not older than 30 days/1 month) passport size, (35mm x 45mm of the picture) photographs
3. Fully completed visa application form 8 (DHA 1738) – must be completed in black ink and block letters.
4. Application form 8 must be signed by the applicant and signature should match the signature on the passport. [Click here](#)
5. Vaccination certificate, (yellow fever) if applicant will travel through or stay in yellow fever belt. For the latest Yellow Fever Policy please [click here](#)
6. Proof of financial – 3 months bank statement, certified by bank and not older than 7 days from the time of application. Incomplete applications will not be accepted.
7. One way airline ticket reservation. No fixed flight arrangements should be made until the visa has been attained.
8. Copies of passport bio-data pages
9. Original covering letter signed by the applicant stating the name, passport number of applicant(s) and duration of visit. Letter must have the physical address, as well as contact details of authorized signature's name, designation and signature (should clearly mention who will bear the expenses of the trip), outlining the purpose and duration of visit. Letter must be certified / notarized.
10. Police clearance certificate issued by the police or security authority of a country where the applicant resided for longer than 12 months in the last 5 years prior to submitting the current application , which certificate shall not be older than six months at the time of its submission.
11. Original Biometric Fingerprint form.
12. Medical and Radiological result and form.

Additional supporting documents in respect of an intra-company transfer work visa:

	Attached	
	Yes	No
A written undertaking by the employer accepting responsibility for the costs related to the deportation of the applicant and his or her dependent family members, should it become necessary		
A written undertaking by the employer to ensure that the passport of his or her employee is valid at all times for the duration of his or her employment		
The foreigner's contract of employment with the company abroad valid for a period of not less than six months.		
Letter from the company abroad confirming that the applicant shall be transferred to a branch, subsidiary or an affiliate of that company in the Republic.		

	Attached	
	Yes	No
A letter from the branch, subsidiary or an affiliate in the Republic confirming the transfer of the foreigner and specifying the occupation and capacity in which the foreigner shall be employed.		
An undertaking from the employer that— (a) the foreigner shall only be employed in the specific position for which the visa has been issued; (b) the foreigner will, at all times, comply with the provisions of the Act and conditions of his or her visa and undertakes to immediately notify the Director-General if the employee refuses to comply with the provisions of the Act or conditions of the visa; and (c) A plan is developed for the transfer of skills to a South African citizen or permanent		
An undertaking from the branch, subsidiary or an affiliate in the Republic to reimburse the Department any costs incurred in relation to the deportation of the holder of an intra-company transfer work visa and any of his or her family members		