



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 in 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

Applicant Signature

VISITORS VISA – RENEWAL

In respect of the renewal of a port of entry visa

• Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		
• Proof of sufficient financial means.		
• The application is being submitted in person, no less than 60 days prior to the expiry date of the applicant's visa and if the visa was issued for less than 30 days, not later than seven working days before the expiry of the visa.		
• A valid return air flight ticket or proof of reservation thereof		
• Where the applicant is attending an activity or event, a letter from the organisation under whose control the activity or event is taking place.		

In respect of the renewal of a visitor's visa for a period not exceeding three months

• Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic.		
• The application is being submitted in person, no less than 60 days prior to the expiry date of the applicant's visa and if the visa was issued for less than 30 days, not later than seven working days before the expiry of the visa.		
• A statement or documentation detailing the purpose and duration of the visit		
• A valid return air flight ticket or proof of reservation thereof		

• Proof of sufficient financial means		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of the renewal of a visitor's visa for a period exceeding three months

• Valid passport which expires in no less than 30 days after expiry of the intended date of departure from the Republic		
• The application is being submitted in person, no less than 60 days prior to the expiry date of the applicant's visa and if the visa was issued for less than 30 days, not later than seven working days before the expiry of the visa.		
• A medical report.		
• 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;		
• Proof of a valid air flight ticket or proof of reservation thereof.		
• Proof of sufficient financial means.		
• A South African Police Clearance certificate where the applicant has been resident in the Republic for 12 months and longer		

In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of an applicant who is 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 of the Act

• Certified copy of the valid visa of the person who is being accompanied by the applicant		
• Written undertaking of financial responsibility for the applicant in terms of regulation 11(4)(a) by the person being accompanied		

In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a teacher at an international school

• Contract of employment signed by the employer and the applicant in terms of regulation 11(4)(b)		
• Written undertaking of financial responsibility for the applicant		

In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a person involved in the production of a film or advertisement in the Republic

• Documentation confirming such production and the duration thereof.		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a foreign journalist seconded to the Republic by a foreign news agency

• Documentation confirming such secondment and the duration thereof.		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a visiting professor or lecturer

• An invitation from the host in the Republic.		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of artists who wish to write, paint or sculpt

• A portfolio of his or her previous work.		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a person involved in the entertainment industry who is travelling through the Republic to perform

• Confirmation thereof by the host in the Republic.		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a tour leader or host of a tour

• contract of employment signed by the employer and the applicant		
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• A written undertaking of financial responsibility for the applicant.		
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In addition to the general requirements of a temporary residence visa, the following additional documents will be required, in respect of a foreigner who is required to stay in the Republic in order to testify as a state witness in a criminal court case

• A written request signed by the Deputy Director of Public Prosecutions.		
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Notes: No person holding a visitor's visa may apply for a change of status to his or her visa while in the Republic, unless under exceptional circumstances set out below:

- i. is in need of emergency lifesaving medical treatment for longer than three months;
- ii. is an accompanying spouse or child of a holder of the business or work visa, who wishes to apply for a study or work visa;
- iii. be that the holder's continued stay in the Republic is required for any purpose related to a criminal trial in the Republic: Provided that such application shall be initiated by the relevant Deputy Director of Public Prosecutions and addressed to the Director-General.

Applicant Name:

Applicant Signature:

Staff Name:

Staff Signature:

Date of Submission:

Location:



home affairs

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

USE OF PERSONAL INFORMATION CONSENT FORM

PROTECTION OF PERSONAL INFORMATION ACT, 2013 (Act No. 4 of 2013) (hereinafter referred to as POPI Act)

DEFINITIONS IN TERMS OF BELOW CONSENT

- “Applicant” means the person completing this document to be considered by the Department of Home Affairs for purposes of providing Immigration Services.
- “Personal Information” have the meaning ascribed to it in Chapter 1 of POPI and includes, but is not limited to, a name, surname, address, email address, telephone or fax number, or other personal credentials provided, or which is collected from the applicant or other third parties, before and/or during the adjudication process for a visa, permanent residence permit, appeal, waiver, exemption or visa verification request and/or thereafter.
- “POPI” shall mean the Protection of Personal Information Act, No. 4 of 2013, as amended from time to time including any regulations made under the Act.
- “Privacy and Data Protection Conditions” refers to the 8 (eight) statutory prescribed conditions for the lawful Processing of Personal Information.
- “Responsible Parties” means the Department of Home Affairs and its’ representative VFS Global.

CONSENT FOR THE USE OF PERSONAL INFORMATION

- I hereby authorize, by signing this form, the Department of Home Affairs and Visa Facilitation Services (VFS Global) employees at the Visa Application Centre (VFC) to access my Personal Information for the purpose of verification of all supporting documents attached to this application.
- I understand that verification requests form part of the visa and permit adjudication processes at the Department of Home Affairs.
- I acknowledge that any Personal Information supplied to the Department of Home Affairs is voluntary and that Home Affairs may not be able to comply with its obligations if the correct Personal Information is not supplied to Home Affairs.

CONFIRMING OWN UNDERSTANDING OF THE CONSENT I PROVIDE

- I understand that privacy is important to the Responsible Parties and the Responsible Parties will use reasonable efforts to ensure that any Personal Information in their possession or processed on their behalf is kept confidential, stored in a secure manner and processed in terms of South African law and or applicable Data Protection Legislation, for the purposes I have authorised.
- I warrant that all information, including Personal Information, supplied to Home Affairs and its representative is accurate and current and agree to correct and update such information when necessary.
- By submitting any Personal Information to Home Affairs and its representative in any form I acknowledge that such conduct constitutes a reasonable unconditional, specific and voluntary consent to the processing of such Personal Information in the following manner by Home Affairs and its representative:
 - Personal Information may be stored by Home Affairs and its representative, for legislated retention periods and where such periods are not legislated then my personal information may be stored by Home Affairs and its representative for as long as I may need my information to be verified, or any other period as I may agree with Home Affairs and its representative.
 - Personal Information may be transferred cross-border to countries, for verification or storage purposes. In any cross-border transfer of personal information Home Affairs and its representative will comply with the security safeguards as provided for in the POPIA including but not limited to ensuring that the information is secured when transported to or from the recipient.
- I take note that if the Responsible Party has used the Personal Information contrary to the Privacy and Data Protection Conditions, I may first resolve any concerns with that Responsible Party. If I am not satisfied with such process, I have the right to lodge a complaint with the Information Regulator.
- A copy of Personal Information kept by the Responsible Parties will be furnished to me upon request in terms of the provisions of POPI and I understand that I may dispute any information in the record provided.

APPLICANT'S INITIALS & SURNAME	
APPLICANT'S PASSPORT NUMBER	
APPLICANT'S SIGNATURE	
DATE	