

SCHEDULE B
PORTS OF ENTRY

- (a) Airports:
Bloemfontein International Airport
Cape Town International Airport
Durban International Airport
Johannesburg International Airport
Lanseria International Airport
Nelspruit International Airport
Pilanesberg International Airport
Polokwane International Airport (Gateway)
Port Elizabeth International Airport
Upington International Airport
- (b) Sea ports:
Cape Town Harbour
Durban Harbour
East London Harbour
Mossel Bay (crew only)
Port Elizabeth Harbour
Richards Bay Harbour
Saldanha Harbour (crew only)
- (c) Land border posts:
Alexander Bay
Beit Bridge
Boshoeck
Bothashoop
Bray
Bushmansneck
Caledonspoort
Derdepoort
Emahlatini
Ficksburg Bridge
Gemsbok
Golela
Groblersbrug
Jeppes Reef
Josefsdal
Kopfontein
Kosi Bay
Lebombo
Mahamba
Makgobistad
Makhaleens Bridge
Makopong
Mananga
Maseru Bridge
McCarthy's Rest
Middelputs
Monantsa Pass
Nakop

Nerston
Noenieput
Ongeluksnek
Onseepkans
Onverwacht
Oshoek
Pafuri
Peka Bridge
Platjan
Pontdrift
Ramatlabama
Ramatseliso
Rietfontein
Sani Pass
Sepapus Gate
Skilpadshek
Stockpoort
Swartkopfontein
Telle Bridge
Twee Rivieren
Van Rooyens Gate
Violsdrift
Waverly
Quacha's Neck
Zanzibar

- (d) Other locations designated from time to time by the Director-General as a port of entry for a special purpose and for a given time only, provided that the Director-General shall require those who benefit from such an arrangement to pay a fee of R1 000-00 each to defray the cost of specially manning such ports of entry.

SCHEDULE C
COUNTRIES WHOSE NATIONALS ARE EXEMPT FROM VISAS

1. The citizens of the foreign countries listed in the relevant items of this Schedule are not required to hold a visa in order to report for an examination to a port of entry, subject to the terms and conditions set out in this Schedule, including *inter alia* the intended period of stay in the Republic.
2. The holder of a South African passport, travel document and document for travel purposes are not required to hold a visa to enter the Republic.
3. (a) The holder of passports of
 - Australia
 - the United Kingdom of Great Britain and Northern Ireland,
 - the British Islands Bailiwick of Guernsey and Jersey, Isle of Man and Virgin Islands,
 - the Republic of Ireland, and
 - British Overseas Territoriesdoes not require a visa.
(b) A national of the British Dependent Territories, including Anguilla, Bermuda, British Antarctic Territory, British Indian Ocean Territory, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, Pitcairn, Henderson, Cucie and Oeno Islands, the Sovereign Base Area of Akrotiri and Dhekelia and the Turks and Caicos Islands is required to hold a visa
4. The holder of a passport of the following countries is not required to hold a visa in respect of purposes for which a visitor's permit may be issued for an intended stay of 90 days or less and when in transit
 - Andorra
 - Argentina
 - Austria
 - Belgium
 - Botswana
 - Brazil
 - Bulgaria
 - Canada
 - Chile
 - Czech Republic
 - Denmark
 - Ecuador
 - Finland
 - France
 - Germany
 - Greece
 - Iceland
 - Israel
 - Italy
 - Jamaica
 - Japan
 - Liechtenstein
 - Luxemburg
 - Malta
 - Mexico
 - Monaco

Netherlands
New Zealand
Norway
Paraguay
Portugal
San Marino
Singapore
Spain
St Vincent & the Grenadines
Sweden
Switzerland
Uruguay
Venezuela
United States of America

5. The holder of a passport of the following countries is not required to hold a visa in respect of purposes for which a visitor's permit may be issued for an intended stay of 30 days or less and when in transit.

Antigua and Barbuda

Barbados

Belize

Benin

Bolivia

Cape Verde

Costa Rica

Cyprus: provided that diplomatic and official passport holders are exempt for an up to 90 day stay

Gabon

Guyana

Hong Kong: only with regard to holders of Hong Kong British National-Overseas passports and Hong Kong Special Administrative Region passports

Hungary: provided that diplomatic and official passport holders are exempt for an up to 120 day stay

Jordan

Lesotho

Macau: only with regard to holders of Macau Special Administrative Region passports (MSAR)

Malaysia

Malawi

Maldives

Mauritius

Namibia

Poland

Peru

Seychelles

Slovak Republic

South Korea

Swaziland

Thailand

Turkey

Zambia

Zimbabwe: only in respect of government Officials, including police on cross border investigation

6. Holders of diplomatic and official passports of the following countries do not require visas in respect of purposes for which a visitor's permit may be issued for an intended stay of 90 days or less and transit
Egypt
Malta
Morocco
Poland
Romania
Slovenia
Tunisia
7. Notwithstanding this Schedule, a foreigner whose visa exemptions have been withdrawn shall comply with visa requirement until notified by the Department that his or her visa exemption has been re-instituted by the Department on petition or of its own accord.
8. Visas are not required by passport holders of Lesotho, Swaziland, Botswana, Namibia, Zambia and Malawi who are entering the Republic as commercial heavy-duty vehicle drivers provided their visits do not exceed 15 days and on condition that they can produce a letter confirming their employment with a transport company on entry.
9. Staff members of the Southern African Development Community (SADC) who travel on SADC laissez-passers are exempt from visa requirements for bona fide official business visits of up to 90 days and transit.
10. Holders of United Nations (UN) laissez-passers are exempt from visa requirements when visiting the Republic for periods not exceeding 90 days for purposes for which a visitor's permit may be issued, and for official business purposes and transits and when accredited for placement at a UN mission in the Republic for the duration of their accreditation. Volunteers attached to UN agencies and travelling on ordinary passports are exempt from visa requirements, provided that they are in possession of the relevant letters or identification documents to identify themselves at ports of entry as personnel of a UN agency.

SCHEDULE D
COUNTRIES WHOSE NATIONALS ARE SUBJECT TO VISA FEES

Fees for the issuance of a visa shall be collected in respect of passport holders of the following foreign countries

Aden
Afghanistan
Albania
American Samoa
Andorra
Angola
Anguilla
Armenia
Aruba
Ascension
Azerbaijan
Australia
Austria
Bahamas
Bahrain
Belarus
Belau (Palau)
Belgium
Belize*
Byelorussia
Benin (Dahomey)*
Bhutan
Bosnia/Herzegovina
Bouvet Islands
Brunei
Bulgaria
Burkina Faso
Burma (Myanmar)
Burundi
Cambodia (Kampuchea)
Cameroon
Canada
Central African Republic
Chad
China (People's Republic)
Comoros
Cote D'Ivoire (Ivory Coast)
Croatia
Cuba
Denmark
Dahomey (Benin)
Democratic Republic of the Congo
Diego Garcia
Djibouti
Dominican Republic
Eastern Caribbean
El Salvador
Ellice Island (Tuvalu)
Equatorial Guinea*

Eritrea
Estonia
Ethiopia
Falkland Islands
Fiji
Finland
France
French Guiana
French Polynesia
Gabon*
Gambia
Georgia
Germany
Ghana
Gibraltar
Gilbert Island(Kiribati)
Greece
Greenland
Grenada
Guadeloupe
Guam
Guatemala
Guinea-Bissau
Haiti
Honduras
Hong Kong*
Iceland
Indonesia
Iran (Persia)
Iraq
Italy
Ivory Coast (Côte d'Ivoire)
Jamaica
Japan
Kampuchea (Cambodia)
Kazakhstan
Kenya
Kirghizstan
Kiribati (Gilbert Island)
Korea (People's Republic/North)
Korea (Republic of/South)*
Laos
Latvia
Lebanon
Liberia
Libya
Lithuania
Luxemburg
Macedonia
Madagascar
Malaysia*
Mali
Martinique
Marshall Island

Mauritania
Mexico
Micronesia
Moldavia
Monaco
Mongolia
Morocco
Mozambique
Myanmar (Burma)
Nauru
Nepal
Netherlands (Kingdom of)
Netherlands Antilles
New Guinea
New Zealand
Nicaragua
Niger
Nigeria
Northern Marianas
Norway
Oman
Pakistan
Palaci
Palau (Belau)
Panama
Papua New Guinea
Persia (Iran)
Philippines*
Pitcairn Islands
Poland
Portugal
Puerto Rico
Reunion
Romania
Russian Federation
Rwanda
San Marino
Sao Tome & Principe
Saudi Arabia
Sicily
Sierra Leone
Singapore
Slovenia
Somalia
Spain
Sri Lanka
St Kitts-Nevis-Anguilla
St Lucia
Sudan
Suriname
Syria
Tajikistan
Tanzania
Thailand*

Tibet
Togo
Trinidad and Tobago
Tristan da Cunha
Tunisia
Turkey*
Turkmenistan
Turks & Caicos Islands
Tuvalu (Ellice Islands)
Uganda
Ukraine
United Arab Emirates
United States of America
Uzbekistan
Vanuatu
Vatican City
Venezuela
Vietnam
Western Sahara
Yemen (Arab Republic of)
Yemen (People's Republic of)
Yugoslavia (Federal Republic of)

*** In respect of visits intended to exceed thirty days.**

SCHEDULE E
OCCUPATIONS IN RESPECT OF WHICH ADVERTISEMENT IS NOT REQUIRED

The following categories of employment do not require advertisements

1. Religious workers
2. Key personnel at management level
3. Teachers at international schools
4. Aerospace Satellite Industry professionals
5. Chefs who are qualified by a specialized institute or with at least 4 years experience in preparation of traditional food
6. Models
7. Maritime industry professionals and qualified or skilled personnel
8. Sports professionals
9. Seasonal photographers and cameramen
10. Medical doctors and qualified practitioners
11. Seasonal hair stylists and make-up artists
12. Lighting or sound personnel in respect of special effects
13. Foreign spouses of citizens and residents, in respect of any category of employment

SCHEDULE F
REGULATIONS ON IMMIGRATION PRACTITIONERS

PART "A"

1. Definitions

As used in this Schedule

- (1) "Association" means an Association of Immigration Practitioners, established in terms of item 2;
- (2) "Code of Conduct" means the Code of Conduct set out in Part "B" of this Schedule; and
- (3) "Immigration Practitioner" means a person, other than a practising advocate or attorney or a person referred to in regulation 46(2), who, for remuneration and by trade, represents or acts on behalf of other persons in respect of any of the Department's procedures, proceedings or activities flowing from the Act or these Regulations.

2. Requirements and conditions for compliance by immigration practitioners

- (1) An Association of Immigration Practitioners is hereby established and shall be presided over by three practitioners, one member of the Regional Law Society and one member from the Bar Council appointed by the Minister, and shall be chaired by a President elected by such persons, who are to be remunerated by such Association as determined by such Association. As soon as possible such Association shall constitute itself into a company established in terms of Chapter 21 of the Company Act.
- (2) Upon a petition of at least 50 persons who are or would qualify to be immigration practitioners, the Minister shall establish another Association as set out in paragraph (1), in respect of which paragraph (1) shall apply mutatis mutandis, provided that for good cause and in consultation with the Board, the Minister may refuse to establish another Association when he or she deems that too many Associations already exists for the effective regulation of the profession.
- (3) The Minister may disestablish an Association on account of its failure to perform its functions satisfactory, provided that before doing so he or she shall give at least 60 days notice to its President and shall give the Association at least 30 days to remedy its shortcomings if they are of such a nature that they can be remedied.
- (4) All immigration practitioners shall belong to an Association. An Association shall not refuse membership to a qualifying applicant or a member of another Association unless there is good cause to do so. An Association shall determine Membership fees after consultation with the Director General.
- (5) An Association may advise the Department and the Board on matters relating to immigration practitioners and shall monitor the conduct of its members to ensure and promote their professionalism and integrity and to protect the interests of their clients.
- (6) Without derogating from or limiting any other right available under any law, any aggrieved person may lodge a complaint against an immigration practitioner with the Association to which such practitioner belongs and such Association shall investigate all such complaints and, when warranted, shall adopt appropriate disciplinary action, in accordance with its rules, including expulsion. The Director-General may request copies of any documentation relating to any of such investigations or disciplinary proceedings.
- (7) An Association shall formulate proposals for the consideration of the Minister in respect of the test referred to in paragraph (9)(c), and shall administer to its members any test approved by the Minister, provided that any test approved by the Minister shall apply in respect of any and all Associations and there shall be only

- one test in force at any given time.
- (8) When making an application under the Act or these Regulations, or otherwise acting on behalf of another person, an immigration practitioner shall
- (a) supply a written power of attorney containing substantially the information set out in Annexure 56;
 - (b) lodge the application of a person who is outside the Republic at a mission;
 - (c) lodge the application of a person who is in the Republic at a Regional Office of the Department situated nearest to the home or business address of the applicant;
 - (d) certify that the application has been signed by the applicant personally;
 - (e) sign personally; and
 - (f) provide his or her full address.
- (9) Any immigration practitioner shall not continue or commence such business unless he or she is registered as a practitioner in terms of these Regulations.
- (10) No person shall be registered as a practitioner unless he or she has reached the age of 21 years and-
- (a) is a citizen or resident and has been such for a period of not less than three years;
 - (b) has submitted an oath or solemn affirmation that he or she is not a member of the immediate family of an official employed by the Department;
 - (c) has knowledge of the Act and these Regulations and has passed a written examination administered by an Association at least once every two years and has been found to be suitably competent;
 - (d) provides a police clearance certificate not older than six months;
 - (e) pays the processing fees set out in Schedule G;
 - (f) applies for registration with an Association on a form which contains substantially the information set out in Annexure 54; and
 - (g) commits himself or herself in writing to comply with the Code of Conduct.
- (11) Upon receipt of the information that a person is a member of an Association together with a copy of such person's application referred to in sub item 5(f), the Director-General shall register the applicant as a practitioner unless
- (a) the information contained in the application is in any material respect false or misleading; or
 - (b) the applicant has been convicted of any offence under the Act or contemplated in Schedule I or II of the Act; or
 - (c) the applicant has in the three years immediately preceding been a public servant who was dismissed for misconduct or resigned from the public service while facing disciplinary proceedings instituted by his or her employer.
- (12) An applicant shall be informed in writing by the relevant Association or the Director General, as the case may be, if his or her application is refused, and of reasons for such refusal.
- (13) Any immigration practitioner registered in terms of this item must, within 14 days, inform the Director-General of any change in business address and return the certificate of registration referred to in item 4, upon receipt of which the Director-General shall issue a new certificate reflecting the new address.
- (14) After consultation with the relevant Association, the Director-General shall cancel the registration of an immigration practitioner who
- (a) materially fails to comply with the provisions of the Act or these Regulations;
 - (b) is convicted of any offence under the Act or Schedule I or II thereto;
 - (c) has been registered on the basis of having provided information materially false or misleading; or
 - (d) does not comply with the provisions of the Code of Conduct.

3. Register of Immigration Practitioners

- (1) An Association shall keep a register in which it shall be record the names and addresses of all persons who have been registered as immigration practitioners or whose registration has been cancelled and shall make such register available to the Director-General.
- (2) The register shall be updated on a monthly basis and a copy of the updated version of the register shall be open for public inspection during office hours once a week at the headquarters of an Association and shall be made available on the Internet by such Association.

4. Certificate of Registration

- (1) Upon registration of an immigration practitioner, the Director-General shall issue a certificate, which contains substantially the information prescribed in Annexure 55.
- (2) A certificate issued under sub-item (1) must, within 14 days after an immigration practitioner's registration is cancelled, be handed over to the Director-General.
- (3) Any person failing to comply with the provisions of sub-item (2) shall be guilty of an offence and be liable on conviction to a fine or to imprisonment for a period not exceeding 12 months.
- (4) A certificate issued in terms of sub-item (1) shall be valid for a period of two years from the date of issue.
- (5) Failure to submit a complete application for an extension of such a certificate within the validity period shall cause the registration to become null and void.

5. Transitional and Final arrangements

- (1) An immigration practitioner shall carry professional liability insurance with a minimum cover of R500 000 from a registered insurance company. Proof of such indemnity shall be submitted to the relevant Association and the Director-General within three days of registration.
- (2) Any person who on the date of commencement of these Regulations is registered as an immigration practitioner in terms of the Regulations made in Terms of the Alien Control Act, 1997 (Act no.96 of 1991) as amended, shall be deemed to be registered as such under these Regulations, provided that such registration shall be cancelled if the immigration practitioner concerned
 - (a) fails to notify the Director-General in writing within 30 days of the commencement of these Regulations that he or she commits himself or herself to the Code of Conduct
 - (b) becomes a member of an Association within 60 days; and
 - (c) successfully takes the test referred to in item 2(5)(c).

Part "B"**CODE OF CONDUCT FOR IMMIGRATION PRACTITIONERS**

1. The Code is intended to regulate the conduct of immigration practitioners. The provisions of the Code are not intended to substitute any duty or obligation an immigration practitioner may have under common law or statutory law. This Code must be construed as a standard which should inspire ethical conduct rather than merely a collection of provisions.
2. By subscribing to this Code an immigration practitioner pledges
 - (a) to uphold high standards in his or her business;
 - (b) to abide by minimum requirements in order to act as a registered immigration practitioner including

- (i) being of good character;
 - (ii) being knowledgeable of the provisions of the Immigration Act and its Regulations and related forms and procedures, so as to offer sound, competent and comprehensive advice to client;
 - (iii) being able to perform diligently and honestly;
 - (iv) being able and willing to deal fairly with clients;
 - (v) abiding by standard criteria governing professional fees and disbursements;
 - (vi) abiding by the standard of prudent office administration; and
 - (vii) being accountable to client.
3. The Code does not intend to list all possible requirements for a competent and responsible immigration practitioner, but intends to set standards from which, if necessary, other requirements and criteria may be deducted under the different circumstances.
4. A practitioner shall act at all times to pursue with zeal and competence the lawful interests of his or her client, and any conduct falling short of this standard may render the him or her liable to de-registration or professional liability.
5. On all occasions an immigration practitioner must act in accordance with the Constitution, the law and the legitimate interests of his or her client.
6. A practitioner's professionalism should be reflected in sound working knowledge of the Immigration Act and Regulations, and a capacity to provide accurate and timely advice. A practitioner must treat his or her client fairly and be mindful of a client's dependence on the practitioner's knowledge and experience.
7. Taking into account the objective and true facts of the case, which the practitioner shall investigate to his or her satisfaction, a practitioner shall be candid and honest as to the prospects of success when assessing a client's request for assistance, in preparing a case or making an application under the Act or the Regulations.
8. A practitioner shall
- (a) within a reasonable time after agreeing to represent a client, confirm the client's instructions in writing;
 - (b) act in accordance with the client's instructions;
 - (c) keep the client fully and regularly informed in writing of the progress of each case or application he or she undertakes for the client; and
 - (d) within a reasonable time after the case or application is decided, inform the client in writing of the outcome of the client's case or application.
9. A practitioner shall complete the work as instructed by a client unless
- (a) the practitioner and client agree otherwise; or
 - (b) the client terminates the practitioner's instructions; or
 - (c) the practitioner terminates the agreement for just cause and gives reasonable written notice to the client; or
 - (d) the client fails to pay the practitioner's fees which are due and payable, after the practitioner has given such client written notice of his or her intention of suspending his or her services and at least seven days to make such payment.
10. Whilst a practitioner cannot be responsible for inaccurate or false information provided by a client, a practitioner must not make statements in support of an

application under the Immigration Act or its Regulations or encourage the making of statements, which he or she knows or believes to be misleading, inaccurate or false.

11. A practitioner must not engage in false or misleading advertising, including advertising which guarantees the success of an application.
12. A practitioner must not, when advertising, imply the existence of a relationship with the Department of Home Affairs, for example, by using terms such as
 - (a) "Home Affairs Consultants"; or
 - (b) "Home Affairs registered Immigration Practitioner".
13. A practitioner must not intimidate or coerce any person. For example, a practitioner must not engage in
 - (a) undue pressure;
 - (b) physical threats;
 - (c) manipulation of cultural or ethnic anxieties;
 - (d) threats to family members in the Republic or overseas; or
 - (e) unwarranted claims of Departemental sanctions.
14. A practitioner must not unreasonably withhold from a client documents belonging to the client, and, when requested by client, must return to client all documentation relevant to the client's case or application, or copies thereof.
15. A practitioner should not encourage the lodging of applications under the Act or Regulations which have no likelihood to succeed.
16. A practitioner may indicate that he or she is registered, and may describe what the registration process involves. However, a practitioner shall not portray such registration as involving a special or privileged relationship with the Minister or officers of the Department of Home Affairs.
17. A practitioner shall preserve the confidentiality of any information acquired from his or her client or because of his relationship with such client.
18. Subject to a client's instructions, a practitioner has the duty to provide sufficient relevant information to the Department of Home Affairs to allow a full assessment of all the facts against the relevant criteria.
19. A practitioner shall ascertain the correct fee for an application under the Act or Regulations and inform the client accordingly.
20. A practitioner should not submit applications under the Act or Regulations without the required supporting documentation.
21. A practitioner shall not charge fees beyond the criteria established by the Association of Immigration Practitioners to which he or she belongs, or, beyond those which are reasonable under the circumstances of the case. An immigration practitioner must provide his or her client with a statement or estimate of fees and any applicable disbursement at the commencement of his or her activity for such a client.
22. A practitioner shall advise clients of the method of payment of fees, including Departemental fees. Any disbursement made by a practitioner, including but not

limited to translation or expert's fees, shall be authorized by the client prior to their being incurred.

23. A practitioner shall inform clients that they are entitled to receive copies of the application and any related documents. A practitioner may charge a reasonable fee for any copies provided.
24. A practitioner shall ensure that clients have access to an interpreter where necessary.
25. A practitioner must respond to a request for information from the Department of Home Affairs within such reasonable time as specified by the Department.

THIS CODE OF CONDUCT SHOULD BE DISPLAYED PROMINENTLY IN THE PRACTITIONER'S OFFICE.

IF A CLIENT HAS REASON TO BELIEVE THAT AN IMMIGRATION PRACTITIONER HAS ACTED IN BREACH OF THIS CODE OF CONDUCT, A COMPLAINT CAN BE MADE IN WRITING TO:

**ASSOCIATION OF IMMIGRATION PRACTITIONERS
[of which the specific practitioner is a member]
Address**

OR

**THE DIRECTOR-GENERAL
DEPARTMENT OF HOME AFFAIRS
PRIVATE BAG X114
PRETORIA
0001**

SCHEDULE G
FEEES

1. The Department may levy fees in respect of the applications for permits, certificates, visas or other services in terms of the provisions of the Act, as set out in the following table. Fee exacted outside the Republic shall be paid in the legal tender of the foreign country concerned.

SERVICES RENDERED	FEES	
	R	US \$
1. Confirmation of permanent residence status	63,00	5
2. Application for a visitor's permit in terms of section 11(1)(b) of the Act	425,00	37
3. Application for a transit visa in terms of section 24(2) of the Act	425,00	37
4. Application for a multi-entry visa permit in terms of sections 11(4) and 15(5) of the Act	425,00	37
5. Granting of a visitor's permit to an illegal foreigner in terms of section 11(3) of the Act	850,00	74
6. Extension of a visitor's permit granted to an illegal foreigner in terms of section 11(3) of the Act	425,00	37
7. Granting of a visitor's permit in terms of section 11(1)(b) of the Act for holiday and commercial activities other than work	Free	-
8. Application for a renewal of a visitor's permit in terms of section 11(1)(i) of the Act	425,00	37
9. First application for a study permit in terms of section 13 of the Act	425,00	37
10. Subsequent application for a study permit in terms of section 13 of the Act	425,00	37
11. First application for a business permit in terms of section 15 of the Act	1520,00	132
12. Subsequent application for a business permit in terms of section 15 of the Act	1520,00	132

13. First application for a medical treatment permit for medical treatment in terms of section 17 of the Act	425,00	37
14. Subsequent application for a medical treatment permit in terms of section 17 of the Act	425,00	37
15. First application for a work permit in terms of section 19 of the Act	1520,00	132
16. Subsequent application for a work permit in terms of section 19 of the Act	1520,00	132
17. First application for a corporate permit in terms of section 21 of the Act	1520,00	132
18. Subsequent application for a corporate permit in terms of section 21 of the Act	1520,00	132
19. First application for an exchange permit in terms of section 22 of the Act; provided that the fee is not payable where a reciprocal exchange agreement grants exemption from payment of fees	425,00	37
20. Subsequent application for an exchange permit subject to the proviso in item 19	425,00	37
21. First application for a diplomatic permit in terms of section 12 of the Act; provided that the fee is not payable where a reciprocal diplomatic agreement grants exemption from payment of fees	425,00	37
22. Subsequent application for a diplomatic permit, subject to the proviso in item 21	425,00	37
23. First application for a treaty permit in terms of section 14 of Act; provided that the fee is not payable where a reciprocal treaty agreements grants exemption from payment of fees	425,00	37
24. Subsequent application for a treaty permit subject to the provision in item 23	425,00	37
25. Application for a certificate in terms of section 9(3)(c)(i) and 31(2)(c).	425,00	37

26. Application for a permanent residence permit(s) in terms of sections 26 & 27 of the Act, per individual or per family. Provided that this fee is waived in respect of an applicant who is the spouse, a partner in a spousal relationship, or a dependant child of a person permanently and lawfully resident in the Republic	1520,00	132
27. Application for the extension of a period of absence from the Republic exceeding three years in terms of section 28(c) of the Act	63	5
28. Application for permission to a permanent resident in terms of section 27(a) and (c) of the Act to change occupation	1012,00	88
29. Application for the extension of validity of a permanent residence permit in terms of section 28(d) of the Act	1012,00	88
30. Processing fee for a first application to be registered as an immigration practitioner in terms of Schedule F of these Regulations to be paid to the relevant Association	3 000,00	-
31. Processing fee for a subsequent application to be registered as an immigration practitioner in terms of Schedule F of these regulations to be paid to the relevant Association	500,00	-

* For purposes of these Regulations, the Rand /US dollar exchange rate is stipulated

SCHEDULE H : FOREIGN CUSTOMARY UNIONS AND MARRIAGES**I. FOREIGN CUSTOMARY UNIONS**

Foreign country	Type of customary union and supporting documentation
Canada	<i>De facto</i> common-law relationships registered in Nova Scotia and Quebec only, proven by a sworn affidavit that the unmarried couple has lived together in a conjugal relationship for at least one year
Costa Rica	<i>De facto</i> unions proven by a sworn declaration made to a Family Judge
Democratic Republic of Congo	Customary unions where the woman has freely consented in the presence of both families and witnesses, the man or his representative has paid <i>lobola</i> to the parents or representatives of the woman, and both have reported to the legal authority, proven by a certificate of such authority endorsed for validity by a consular officer of that foreign country in the Republic
Finland	Same sex partnerships proven by a Registered Partnership Certificate and an extract from the National Population Information System issued no later than 90 days from its submission to the Department
France	Life partnership and same sex life partnership proven by an affidavit of the couple concerned endorsed for validity and effectiveness by a consular officer of that foreign country in the Republic
Iceland	Registered cohabitation of a couple of the opposite sex proven by certificate issued by the National Registry upon declaration and registration Same sex registered partnership, proven by a certificate of registration with a Magistrate or his or her deputy

Indonesia	Polygamous marriages under Islamic Syari'ah Law only proven by a Marriage Certificate Quotation issued by the Office of Religion Affairs, or a letter stating the number of the Marriage Certificate Quotation accompanied by a letter from Police reporting the loss of the Quotation
Hashemite Kingdom of Jordan	Polygamous marriages (up to four) proven by a marriage certificate for each marriage
Kuwait	Polygamous marriages proven by a marriage certificate for each wife
Lebanon	Polygamous marriages proven by the status of "polygamous" recorded in the man's Family Record In case of a marriage contracted under another citizenship, if the person concerned has multiple citizenship, proven by proof of a contracted marriage issued by Ministry of Interior.
Malaysia	Polygamous marriages, among Muslims only, conducted with judicial consent proven by evidence of such judicial consent and endorsed for validity by a consular officer of that foreign country in the Republic
Mali	Polygamous marriages proven by a marriage certificate issued for each wife
Morocco	Polygamous marriages under Islamic Sharia Law proven by documentation issued for each wife
San Marino	<i>More uxorio</i> cohabitation documented by the Office of Vital Statistics by virtue of family status records
Saudi Arabia	Polygamous marriages based on Sharia Law proven by a marriage contract issued for each marriage
USA	Affidavit of a lawyer in good standing in the State concerned, stating that the State concerned recognizes common law marriages, the couple concerned resides in such State and that he or she has direct and personal knowledge that the couple concerned is in a common law marriage having satisfied all the relevant legal and factual requirements

Venezuela	Non-marriage union between the opposite sex proven by a certificate of legal recognition if declared before the relevant authorities and endorsed for validity by a consular officer of that foreign country in the Republic
-----------	--

II. FOREIGN MARRIAGE CERTIFICATES

Foreign country	Documentation
Argentina	Marriage Certificate issued by the Registrar of the Civil Status and People's Capacity (divorce will be noted in the margins)
Austria	Marriage Certificate
Belarus	Marriage Certificate
Bulgaria	Certificate of Marriage issued by the local Municipal Council
Canada	Marriage Certificate issued by provincial/territorial ministry
People's Republic of China	Marriage Certificate
Costa Rica	Marriage Certificate issued by the Civil Registrar
Democratic Republic of Congo	Marriage Certificate
Finland	Marriage Certificate or an extract from the National Population Information System (divorce is registered in NPIS)
France	Marriage certificate or a notation on the birth certificate (divorce will be noted on both certificates)
Germany	Marriage Certificate "Heiratsurkunde"
Iceland	Certificate of Marriage issued by the National Registry
Indonesia	Marriage Decree Quotation issued by the Civil Registrar's Office or a letter quoting the number of the Marriage Decree Quotation accompanied by a letter from Police reporting the loss of the Quotation

Ireland	Marriage Certificate
Italy	Marriage Certificate
Hashemite Kingdom of Jordan	Marriage Certificate issued by the Department of Civil Status or an official Family Document
Korea	Copy of the Family Register issued by the relevant provincial government office
Kuwait	Marriage Certificate
Lebanon	Marriage Certificate issued by Ministry of Interior, and registered in the husband's Family Record . Wife's passport will show the full name of her husband.
Malaysia	Marriage Certificate - a divorce decree is endorsed on the Marriage Certificate
Mali	Acte de mariage/Marriage Certificate
Morocco	Contract issued by two Adults (officially recognized religious Clerks), authenticated and registered at a regional court
Nepal	Marriage Registration Certificate issued by the Local Government Office or the Court
Russia	Marriage Certificate and/or stamp in passport of citizen
San Marino	Certificate of Marriage and abstract of the Act of Marriage and/or a Certified Copy of the Act of Marriage issued by the Office of Vital Statistics. Marriage and divorce are annotated on the Birth Certificate.
Saudi Arabia	Marriage contracts
Spain	Certificate of Civil Register or the Family Book
Thailand	Marriage Certificate
Tunisia	Contract of Marriage

Turkey	Marriage Certificate and entry in personal registry at Ministry of Internal Affairs
United Kingdom	Certified copy of the entry in the marriage register
USA	Marriage Certificate from the State concerned
Venezuela	Marriage Certificate issued by the relevant municipal authority

Annexure 1

REPUBLIC OF SOUTH AFRICA

PART 1

AFFIDAVIT IN RESPECT OF PARTIES

TO A PERMANENT SPOUSAL RELATIONSHIP

[Section 1(1)(xxxvi) of Act No 13 of 2002 : Regulation 9]

We, the undersigned,

Particulars of South African citizen / permanent resident/foreigner on temporary residence permit.

Surname Male ☐ Female ☐

First name/s (in full)

Address:

.....

Identity No# or

Passport No Nationality Date of birth

Being a widow(er)/unmarried/divorced person*

And

Particulars of foreigner

Surname

Male	
------	--

Female	
--------	--

First name/s (in full)

Address :

Passport No (Attach copy of passport with facial photograph)

Date of Birth Place of Birth

Nationality Date of First Entry into South Africa #.....

Type of residence permit held #.....

Being a widow(er)/unmarried/divorced person*

do hereby make oath and say/hereby solemnly affirm*

1. We are parties to a spousal relationship for the past years months* which is intended to be permanent, excludes any other person and involves cohabitation, an obligation of mutual emotional support between us and a reciprocal obligation to support one another financially in circumstances where the one has the means to do so and the other requires

such support in order to maintain, without recourse to public funds, his or her financial and social standing and standard of living.

2. To substantiate our intention we attach a notarial contract required in terms of section 1(1)(xxxvi) of the Immigration Act, 2002.
3. We understand that within three years from the date of issuance of the conditional permanent residence permit, we must depose to the affidavit in Part 2 of this form and submit it to the Regional Director : Department of Home Affairs and that, should we fail timeously to do so, the conditional permanent residence permit issued to the spouse shall lapse.

.....
**THE SOUTH AFRICAN CITIZEN/
PERMANENT RESIDENT/TEMPORARY
RESIDENCE PERMIT HOLDER**

.....
FOREIGN SPOUSE

Thus signed and sworn/solely affirmed*

before me on the date and at the place set out below, in accordance with the regulations governing the administration of an oath or an affirmation in GN 1258 of 21 July 1972, as amended.

.....
COMMISSIONER OF OATHS

FULL NAMES

OFFICE STAMP

CAPACITY

DATE:

PLACE :

*Delete what is not applicable

#If applicable

Annexure 1

REPUBLIC OF SOUTH AFRICA

PART 2

SUPPLEMENTARY AFFIDAVIT IN RESPECT OF PARTIES
TO A SPOUSAL RELATIONSHIP

We, the undersigned,

Particulars of South African citizen / permanent resident/foreigner on temporary residence permit.

Surname	Male <input type="checkbox"/>	Female <input type="checkbox"/>
First name/s (in full)		
Address:		
.....		
Identity No#	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> or
Passport No	Nationality	Date of birth
Being a widow(er)/unmarried/divorced person*		

And

Particulars of foreigner

Surname	Male <input type="checkbox"/>	Female <input type="checkbox"/>
First name/s (in full)		
Address:		
.....		
Passport No	(Attach copy of passport with facial photograph)	
Date of Birth	Place of Birth	
Nationality	Date of First Entry into South Africa #.....	
Type of residence permit held #.....		
Being a widow(er)/unmarried/divorced person*		

do hereby make oath and say/hereby solemnly affirm*

1. On (Fill in the date) we deposed to an affidavit in terms of part 1 of this form.

2. We are not married and the spousal relationship referred to in paragraph 1 of that affidavit still subsists with all the characteristics set out in that paragraph.

.....
**THE SOUTH AFRICAN CITIZEN/
PERMANENT RESIDENT/TEMPORARY
RESIDENCE PERMIT HOLDER**

.....
FOREIGN SPOUSE

Thus signed and sworn/solely affirmed*

before me on the date and at the place set out below, in accordance with the regulations governing the administration of an oath or an affirmation in GN 1258 of 21 July 1972, as amended.

.....
COMMISSIONER OF OATHS

FULL NAMES
CAPACITY
DATE:
PLACE :

OFFICE STAMP

*Delete what is not applicable

#If applicable

Annexure 2

**Republic of South Africa
APPLICATION FOR A VISA**

[Section 1(xlii) of Act No 13 of 2002 : Regulation 10]

**IMPORTANT
INSTRUCTIONS AND INFORMATION**
*(Please read carefully)***PURPOSE OF A VISA**

A visa only enables the holder to proceed to a port of entry before or on the expiry date of the visa, where the holder must comply with the applicable law, regulations and the following entry requirements of the Republic of South Africa. No fixed travel arrangements must be made prior to the issuing of the visa and ten (10) days must be allowed for the processing thereof.

ENTRY REQUIREMENTS

- An acceptable passport / travel document to be valid for no less than 30 days after the expiry of the intended stay and containing at least one blank page for endorsements.
- A valid visa, if required.
- Sufficient funds.
- A return / onward ticket.
- Yellow fever certificates are required if the journey starts or entails passing through the yellow fever belt of Africa or South America.

WHERE TO APPLY FOR A VISA

- At the nearest or most convenient South African diplomatic or consular representative.
- Visas **CANNOT** be applied for at South African ports of entry.

WHAT TO SUBMIT

- Passports must accompany the visa applications when submitted at a South African diplomatic or consular representative.
- Proof of booking of airline ticket.
- 2 Identity photographs.
- Prescribed visa fee, if not exempted therefrom.
- Proof of sufficient funds.
- Supporting documentation confirming the purpose of the visit
- Inoculation certificate, if required.

FEES

Nationals of certain countries are subject to visa fees. Fees are levied per application and are not refundable should the application be refused.

PERSONS IN TRANSIT

Persons applying for transit visas must submit proof that they will be admitted to their destinations and they must be in possession of onward / return tickets.

DURATION AND PURPOSE OF STAY

On entry to the RSA the visa is deemed to be a visitor's permit. The validity of the permit must be calculated from date of entry. The period for which the permit will be valid will be set out under the heading "conditions" on the visa label. Applicants must ensure that they apply for the correct visa / permit as any change in the purpose of stay or the relevant permit applied for in the Republic may be refused if the purpose of the original entry was not correctly stated.

WARNING

Any applicant allowed entry into South Africa due to any misrepresentation, or false declaration on this application form or who sojourns in the Republic in contravention of his/her visa/permit conditions shall be guilty of an offence and liable on conviction to a fine or to imprisonment as an illegal foreigner.

(Page 1 must be detached and retained by the applicant)

REPUBLIC OF SOUTH AFRICA

VISA APPLICATION

Failure to complete this application form in full may result in the visa being delayed or refused.
Please use block letters and black ink only.

PERSONAL PARTICULARS

1. Surname																									
2. First names (in full)																									
3. Maiden name																									
4. Date of birth	Y Y Y Y M M D D <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>								5. City of birth																
7. Gender	<input type="checkbox"/> Male		<input type="checkbox"/> Female																						
8. Nationality																					9. If acquired by naturalisation state original nationality and where and when present nationality was obtained				
10. Details of passport	(a) Number												(b) Issuing authority												
	(c) Date of expiry												(d) Type of document												
11. Present address																									
12. Period resident at this address													13. Telephone number												
14. Country of permanent residence													15. Period resident in that country												
16. Occupation/Profession																									
17. Name and address of employer, university, organisation etc. to which you are attached, attend or which you represent:																									
18. If self-employed, state name and nature of business:																									
19. Marital status	<input type="checkbox"/> Never married				<input type="checkbox"/> Married				<input type="checkbox"/> Widow/er				<input type="checkbox"/> Separated				<input type="checkbox"/> Divorced								
NB: ITEM 20 TO 23 TO BE FILLED IN THE CASE OF ACCOMPANYING SPOUSE																									
20. Full names of husband/wife																									
21. Maiden name of wife																									
22. Birth date of spouse	Y Y Y Y M M D D <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>								23. His/her nationality																
NB: SEPARATE FORMS MUST BE COMPLETED IN RESPECT OF PERSONS OVER THE AGE OF 16 AND CHILDREN UNDER THE AGE OF 16 TRAVELLING ON THEIR OWN PASSPORTS.																									
24. Particulars of children accompanying you and endorsed on your passport																									
	Surname						First names						Date of birth						Place of birth						
(1)																									
(2)																									
(3)																									
(4)																									

VISIT TO SOUTH AFRICA

25. Expected date of arrival 26. Port of arrival
27. Purpose of visit
28. Duration of stay (months, weeks or days)
29. Proposed residential address (not P O Box number) in RSA, including the full names of your host or hotel:

30. Names of organisations/persons you will be contacting during your stay in the RSA; if any

Name

Address

Relationship

31. Identity document number/permanent residence permit number of South African host if any.....

Indicate by means of an X whichever is applicable

32. Have you at any time applied for a permit to settle permanently in South Africa?
33. Have you ever been restricted or refused entry into South Africa?
34. Have you ever been deported from or ordered to leave South Africa?
35. Have you ever been convicted of any crime in any country?
36. Is a criminal enquiry pending against you or any of your dependents in any country?
37. Are you an unrehabilitated insolvent?
38. Are you suffering from tuberculosis or any other infectious or contagious diseases or any mental or physical deficiency?
39. Have you ever been judicially declared incompetent?
40. Give particulars if reply to one or more of questions 32 to 42 is in the affirmative
41. Are you a member of, or an adherent to an association or organization advocating the practice of social violence, or racial hatred.
42. Are you or have you been a member or an adherent to an association or organization utilizing or advocating crime or terrorism to pursue its goals?
43. Is there any court order outstanding against you for failure to fulfill maintenance obligations.

YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	
YES		NO	

TO BE COMPLETED ONLY BY PASSENGERS IN TRANSIT TO A FOREIGN COUNTRY

44. Destination after leaving the RSA
45. Mode of travel to destination
46. Intended date and port of departure from the RSA to that destination
47. Do you hold a visa/permit for temporary or permanent residence in the country of your destination? (Proof must be submitted)

I SOLEMNLY DECLARE THAT THE ABOVE PARTICULARS GIVEN BY ME ARE TRUE IN SUBSTANCE AND IN FACT AND THAT I FULLY UNDERSTAND THE MEANING THEREOF. I FURTHER DECLARE THAT I DO NOT CONTEMPLATE EMPLOYMENT OR PERMANENT RESIDENCE OR CHANGE OF TEMPORARY RESIDENCE STATUS IN SOUTH AFRICA.

Date

Signature of applicant

Control No :

REPUBLIC OF SOUTH AFRICA

[Section 1(xlii) of Act No 13 of 2002 : Regulation 10]

.....VISA *

Ref No

Name

Passport No

Authority to proceed to the Republic to report to an immigration officer at a port or port of
entry has been granted by the Department of Home Affairs.

No of entries Visa expiry date

Issued aton

Conditions :

.....
.....
.....

.....
for : Department of Home Affairs

[*] Indicate type of permit to be issued by reference to relevant section of the Act or
Regulation

Annexure 4

REPUBLIC OF SOUTH AFRICA

ARRIVAL FORM

[Section 10(2) and 35(3)(a)(ii) of Act No. 13 of 2002: Regulation 10(3)(d)(i)]

Not to be completed by a South African citizen or permanent resident.

Mode of travel	Flight No.	Vehicle Registration No.		Train No.	Name		Other	
Nationality of passport								
Passport No.								
Surname and Initials					Gender	Male	Female	
Full Forenames								
Date of birth	Year	Month	Day	Intended departure date	Year	Month	Day	
Country of ordinary residence								
Purpose of visit (use X to specify)								
A Vacation, Study for less than 3 months. Medical Treatment for less than 3 months, or Work remunerated and contracted abroad for less than 3 months.	B Investment	C Study for longer than 3 months	D Work or manage a business	E Transit	F Immigrating	G Diplomatic placing	H Crew Member	I Medical treatment for longer than 3 months
Occupation (use X to specify)								
A Diplomatic	B Charitable	C Civil Service Military Police	D Student	E Educational	F Trade Business	G Professional	H Artist	I Other
For official use			TRP number			Entry stamp		

Annexure 5

REPUBLIC OF SOUTH AFRICA**DECLARATION****[Section 10(2) and 35(3)(a)(ii) of Act No 13 of 2002 : Regulation 10(3)(d)(ii)]**

First name/s (in full) and surname.....

Date of birth.../.../...Place of birth (town / city).....country.....

Present nationality.....Country of permanent residence.....

Marital status.....

Country which issued passport / travel document.....

Passport/travel document no.....issued at (place).....

On (date).....and valid until (date).....

Placeand dateof entry into the RSA

Occupation / profession (describe in full)

Purpose of visit (must be described in full and, in the case of commercial activities, the nature thereof must also be described)

.....

Duration of intended stay in the Republic (date of departure).....

Address in the Republic.....

Have you ever been refused a visa for or admission to the Republic, been removed or instructed to leave the country? (YES/NO)..... If YES, furnish particulars in full.....

.....

I declare that the information I have furnished above, is true and correct and that if I am admitted to the Republic, I will comply with the purpose and conditions in terms of which the admission has been authorised.

.....
Signature of deponent.....
Date.....
Place

Left thumb print

Annexure 5A

AFFIDAVIT OF IMMIGRATION OFFICER**1. STATEMENT**

(Officer in charge of the case to state his/her full names, immigration appointment number and station where employed).

Delete which is not applicable.

I AN ADULT MALE / FEMALE,
IMMIGRATION OFFICER NUMBER APPOINTED
IN TERMS OF SECTION 1 (1)(XX) OF THE IMMIGRATION ACT 2002 (ACT NO 13 OF 2002)
STATIONED AT DECLARE THE FOLLOWING TO BE TRUE AND
CORRECT;

WHILST ON DUTY THE MORNING / AFTERNOON / EVENING OF
(date)..... (month)..... (year)..... I
WAS ROSTERED TO CLEAR PASSENGERS ON INCOMING CONVEYANCE (name)
..... SCHEDULED FOR ARRIVAL AT (time)
.....

PASSENGER (name) PRESENTED
HIM/HERSELF TO ME IN TERMS OF SECTION 34(8) OF THE SAID ACT AND WAS FOUND
TO BE INADMISSIBLE. HEREUNDER IS A WRITTEN ACCOUNT OF THE INTERVIEW:

2. QUESTIONS**ANSWERS**

Do you understand English?

.....

Are you fit, well and willing to be interviewed?

.....

Do you require a translator?

.....

Is there anything important that you wish to raise
before the interview starts?

.....

3. CONTENTS OF THE INTERVIEW

.....
.....

4. STATEMENT OF PERSON INTERVIEWED:

I, (name) hereby acknowledge that
the above is a true account of the interview that took place.
.....

SIGNATURE OF ILLEGAL FOREIGNER
DATE

5. DECISION OF IMMIGRATION OFFICER:

.....
.....
.....

6. REASON FOR DECISION:

.....
.....
.....

SIGNATURE OF IMMIGRATION OFFICER

DATE

7. IMMIGRATION OFFICER'S PARTICULARS

SURNAME:

FULL NAMES:

APPOINTMENT NO:

RANK:

PORT OF ENTRY:

Annexure 6

**DEPARTMENT OF HOME AFFAIRS
NOTICE OF CONTEMPLATED DECISION
ADVERSELY AFFECTING A PERSON
[Section 8(1) and 8(4) of Act No 13 of 2002 : Regulation 16(a)]**

To

At

.....

.....

1. With reference to your application for
you are, in terms of the provisions of sections 8(1) and 8(4) of the Immigration Act,
2002 (Act No 13 of 2002), hereby, notified that the Department is contemplating the
following decision :
.....
The reason(s) for the contemplated decision is/are the following :
.....
.....
2. In terms of section 8(4) of the Act you are, hereby, furthermore notified that you have
10 calendar days from date of this notice having been served on you, to make written
representations to the Department to reconsider its contemplated decision.
3. Should you fail to make representations, or fail to keep the Department informed of
your whereabouts, the contemplated decision set out above will become effective.
The onus is on you to inquire about the outcome of your representations within 14
days after submission thereof.

.....
DEPARTMENT OF HOME AFFAIRS
DATE:
PLACE

Appointment No
(If Immigration Officer)

1. I acknowledge receipt of the original of this notice and declare that I understand the
content thereof.
2. I wish/do not wish* to make representations to the Department in terms of section
8(1) of the Act to review the decision. Written representations are attached hereto.*

.....
SIGNATURE OF RECIPIENT OF NOTICE
DATE:

***Delete what is not applicable**

Annexure 7

**DEPARTMENT OF HOME AFFAIRS
NOTICE OF EFFECTIVE DECISION AND
EXPLANATION OF ADJUDICATION AND REVIEW PROCEDURES
THAT MAY BE FOLLOWED
[Section 8(2) and 8(4) of Act No 13 of 2002 : Regulation 16(b)]**

To

At

.....

.....

1. Further to the notice of my contemplated decision served on you on, and having duly considered your representations pertaining thereto I, hereby, notify you that I have –
 *modified my contemplated decision as follows

 *confirmed my contemplated decision, i.e.
 which is now effective.
2. Should you still feel aggrieved by this decision you may, in terms of section 8(2) of the Act, within 20 calendar days from date of this notice having been served on you, appeal against it –
 - (a) to the Director-General, who may reverse or modify it within 10 calendar days, failing which the decision shall be deemed to have been confirmed; or
 - (b) within 20 calendar days of modification or confirmation by the Director-General, if any, to the Minister, who may reverse or modify it within 20 calendar days, failing which the decision shall be deemed to have been confirmed, and be final; or
 - (c) within 20 calendar days of modification or confirmation by the Minister, if any, to a court of law.
3. Should you not appeal as set out in paragraph 2 above, or fail to keep the Department informed of your whereabouts, the contemplated decision of the Department shall become effective and final. The onus is on you to inquire about the outcome of your representations after expiry of the time limits mentioned above.

.....
DEPARTMENT OF HOME AFFAIRS
 DATE:
 PLACE:

Appointment No.
(If Immigration Officer)

(*Delete what is not applicable)

1. I acknowledge receipt of the original of this notice and declare that I understand the content thereof.
2. I wish/do not wish* to lodge an appeal against the decision to the Director-General/court* in terms of section 8(2) of the Act. Written representations are attached hereto.*

.....
SIGNATURE OF RECIPIENT OF NOTICE
 DATE:

(*Delete what is not applicable)

Annexure 8

REPUBLIC OF SOUTH AFRICA
APPLICATION FOR EXEMPTION FROM THE REQUIREMENT TO REPORT TO
AN IMMIGRATION OFFICER OR TO ENTER OR LEAVE THE
REPUBLIC THROUGH A PORT OF ENTRY
[Section 9(3)(c)(i), 31(2)(c) and 31(2)(d) of Act 13 of 2002 :
Regulation 9(2)(a), 17(1)(a) and 17(2)(a)]

See reverse side for conditions

Nationality of passport				Passport/Travel document No	
Surname				First name(s) in full	
Date of birth	year	month	Date	Country of normal residence	
Permanent Residence Permit No (if applicable)				Date issued	
Temporary Residence Permit (if applicable) valid until				For purposes of	
Application is hereby made to enter/exit the Republic: At a place other than a port of entry*				Application is hereby made to enter/exit the Republic at a port of entry but without reporting to an Immigration officer*	
Where entry/exit is required					
Motivate why exemption is required					
Period of cross border visit			From		
			To		
Purpose of visit					
I have taken note of the conditions on the reverse side hereof					
Date			Signature		
FOR OFFICIAL USE ONLY APPLICATION FOR EXEMPTION APPROVED/REFUSED					
Valid until (Not to exceed 6 months)					
Reasons for refusal/comments (Where applicable)					
File No				Exemption granted i.t.o section	
Place				Immigration Officer	
Date				Appointment/Service No.	
TRP Label/No.					

*Delete what is not applicable.

REVERSE OF ANNEXURE 8**EXEMPTION CONDITIONS**

1. The exemption is a privilege and not a right and can therefore be withdrawn by the Officer-in-Charge for the better execution of the Act.
2. The exemption is specifically for the purpose applied for and does not exempt the holder from other entry requirements of the RSA, e.g. valid passport, visa control, sufficient funds, etc.
3. The exemption, your passport or any other document relevant to entry or residence in respect of South Africa, must be produced on demand by an immigration officer or any security officer employed at the border post or in the execution of border control duties.
4. Only the holder of exemption is exempt as indicated thereon and all persons accompanying him/her must comply with entry requirements in their own right.
5. The exemption is only valid for short visits and for the purpose indicated thereon and the holder is not entitled to reside inside the RSA unless already in possession of a permit to that effect.
6. The "purpose of visit" mentioned in the application for exemption may not be changed while the holder is inside the Republic.
7. The exemption does not exempt the holder from any requirement of another country involved when crossing the common border of the Republic with such country.
8. Proof of right to return to country of nationality and / or residence may be required from an applicant who is a foreigner.

Annexure 9

REPUBLIC OF SOUTH AFRICA

EXEMPTION FROM THE REQUIREMENT TO REPORT TO AN IMMIGRATION OFFICER
AT A PORT OF ENTRY

[Section 31(2)(c) of Act 13 of 2002 : Regulation 17(2)(a)]

Holder (name) and passport no is hereby
authorised to enter/depart from the Republic through
(place) without appearing before an immigration officer subject to the following conditions (if
any).

.....
.....
.....
.....

Date of issuance Date of expiry

Place of issuance

.....
Immigration Officer.....
Appointment No

Annexure 10

REPUBLIC OF SOUTH AFRICA

**APPLICATION FOR A CERTIFICATE IN LIEU OF
A PASSPORT TO LEAVE THE REPUBLIC OF SOUTH AFRICA
(Section 9(3)(a) of Act No 13 of 2002 : Regulation 17(3))**

Note: No certificate in lieu of a passport will be issued without positive proof of identity having been submitted by the applicant.

Nationality of applicant	Identity No	Type of Identity document
Surname	First names in full	
Date of birth	Country of normal residence	
Temporary Residence Permit No (if applicable)		Valid until
Date issued	Issued for purposes of	
Motive why a passport cannot be obtained		

Application is, hereby, made for a certificate in lieu of a passport to depart the Republic of

South Africa through Name of port of entry for country of destination on date of departure

Should this application be approved I, hereby, undertake to absolve the Department of Home Affairs from all responsibility, claims and/or costs that may be incurred if I am refused admission to my country of destination.

.....
SIGNATURE OF APPLICANT

.....
DATE:

For official/Use only		
Application approved/refused		
Reasons for refusal/comments (Where applicable)		
File No		
Place		Immigration Officer
Date		Appointment/Service No.

Annexure 11

**REPUBLIC OF SOUTH AFRICA
 CERTIFICATE IN LIEU OF A PASSPORT TO LEAVE THE
 REPUBLIC OF SOUTH AFRICA
 [Section 9(3)(a) of Act No 13 of 2002 : Regulation 17(3)]**

REFERENCE NO		
FULL NAME		
NATIONALITY		
DATE OF BIRTH		
PLACE OF BIRTH		
GENDER MALE FEMALE		
FATHER'S NAME		
MOTHER'S NAME		
PASSPORT NO : IDENTITY DOCUMENT (IF APPLICABLE)		
PLACE AND DATE OF ISSUE : (IF APPLICABLE)		
DATE OF DEPARTURE		
COUNTRY OF DESTINATION		
DATE OF ISSUANCE		
PLACE OF ISSUANCE		
OFFICE STAMP	LEFT THUMB PRINT	PHOTOGRAPH
*I, hereby, undertake to absolve the Department at Home Affairs from all responsibility, claims and/or costs that may be incurred if I am refused admission to my country of destination. SIGNATURE OF HOLDER		

 For DIRECTOR-GENERAL : HOME AFFAIRS

 APPOINTMENT/PERSAL NO

*Not applicable in respect of deportations.

Annexure 12

REPUBLIC OF SOUTH AFRICA

ENTRY INTO AND DEPARTURE FROM REPUBLIC
[Section 9(3)(c)(i) and 31(2)(c) of Act 13 of 2002 : Regulation 17(4)]

AUTHORISATION IN TERMS OF SECTION 9(3)(c)(i) and 31(2)(c)
OF THE IMMIGRATION ACT, 2002 (ACT NO. 13 OF 2002)

Holder (name) and passport no : is
hereby authorised to enter/depart from the Republic through
(place) without travelling through a port of entry subject to the following conditions (if any) :

.....
.....
.....
.....

Date of issuance Date of expiry

Place of issuance

Immigration Officer Appointment no

Annexure 13

CODE NO

REPUBLIC OF SOUTH AFRICA

TEMPORARY RESIDENCE PERMIT

[Section 10(2) of Act No 13 of 2002 : Regulation 18]

This permit, valid until is hereby issued in terms of Section ____ of the Act for purposes of (Mark with x)

Study	Joining a relative	Retiring	Operating a business
Exchange Programme	Work	Medical treatment	Purpose under treaty

Subject to the following condition(s):

(1) The holder is not or does not become a prohibited or undesirable person.

(2)
.....

Note: (1) Fees will be charged for extensions/subsequent permits which must be applied for 30 days prior to the above-mentioned validity date.

(2) Anyone who contravenes the purpose and / or conditions of this permit shall be guilty of an offence and liable on conviction to a fine or imprisonment.

For Regional Director

Issued by

Persal No

Bar Code