

# APPLICATION FOR A diplomatic VISA Or diplomatic/official passport holder

(Section 1(xlii) of Act 13 of 2002:Regulation 8)

## 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 requirements of the Republic of South - Africa. No fixed travel arrangements must be made prior to the issuing of the visa and five – ten days must be allowed for the processing thereof.

## Holiday purposes

- a) A duly completed application form **BI-84** signed by the applicant (completed in black ink, see attachment)
- b) 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 two unused pages when presenting it for endorsements.
- c) Valid Belgian residence card
- d) 1 passport size photo's
- e) Yellow fever certificates are required if the journey starts or entails passing through the yellow fever belt of Africa or South - America. A list of yellow fever regions is available at [www.capegateway.gov.za/eng/directories/services\\_11594/21089](http://www.capegateway.gov.za/eng/directories/services_11594/21089)
- f) Proof of finance – to cover envisaged living expenses:
- g) Medical Insurance
- h) Supporting documentation confirming the purpose of the visit
  - **Original** invitation letter of family member/friend in South-Africa (tourism purposes)
  - **Original** business letter from the local company (business purposes)
- i) In respect of minor dependent children accompanying the applicant to or joining the applicant in the Republic, be accompanied by-
  - in the case of a minor subject to guardianship or custody, proof of such guardianship and custody; or
  - in the case of an unaccompanied minor, consent from the guardian;

## Official visit

- a) A duly completed application form **BI-84** signed by the applicant (completed in black ink, see attachment)
- b) 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 two unused pages when presenting it for endorsements.
- c) Valid Belgian residence card
- d) 1 passport size photo's
- e) Yellow fever certificates are required if the journey starts or entails passing through the yellow fever belt of Africa or South - America. A list of yellow fever regions is available at [www.capegateway.gov.za/eng/directories/services\\_11594/21089](http://www.capegateway.gov.za/eng/directories/services_11594/21089)
- f) **Original** Note verbal confirming the purpose – date of Departure and duration of the visit in South Africa
- g) **Flight details**

## NOTE

You do not have to submit your application for a visa in person.

## WHERE TO APPLY FOR A VISA

- At the South African diplomatic or consular representative in the applicant's country of normal residence, this includes permanent residence and long-term temporary residence.

- At the South African diplomatic or consular representative in the country of which the applicant validly holds a valid passport.
- At the designated South African diplomatic or consular representative when a mission is not present in the applicant's country of residence.  
NB: Applications lodged at a place other than the above may be referred by the consular officer to the above offices which will imply a longer processing time.
- Visas CANNOT be applied for at South African ports of entry.

### **WARNING**

Any applicant allowed entry into South - Africa due to any misrepresentation, or false declaration on the 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.

A list of countries exempt from South African visas is available at the following website:  
[www.home-affairs.pwv.gov.za/visa\\_schedule.asp](http://www.home-affairs.pwv.gov.za/visa_schedule.asp)

**Please note: all documents must be original or copies authenticated by the issuing authority of the country of origin and if applicable, translated into English by a sworn translator - faxes and/or e-mails are not accepted**

**Please arrange for an appointment (appointments can be made via our website: [www.southafrica.be](http://www.southafrica.be) - Consular) with the Consular Section, before submitting your application at the following telephone number: 02/285 44 00 from Monday to Friday between 13h30 and 16h00.**

*South African Embassy and Mission to the European Union  
Consular Section  
Rue Montoyer 19  
1000 Brussels  
Tel.: 02/285 44 53 (13h30 – 16h00)  
E-mail: [brussels.consular@foreign.gov.za](mailto:brussels.consular@foreign.gov.za)*

*With the compliments of the Consular Section at the South African Embassy in Brussels, Belgium*