

PASSPORT



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When travelling to another country a South African citizen requires a South African passport for admission into that country. It is also needed for re-entry into South Africa.

A passport contains a request from the President of South Africa that the bearer should be allowed to pass freely through another country and should be afforded all necessary assistance and protection.



TYPES OF DOCUMENTS

Tourist passport (green cover)

This is issued to any South African citizen who wishes to travel outside the country's borders, provided (s)he complies with the following requirements:

- (s)he must be a South African citizen
- (s)he must be in a financial position to travel
- his/her intended visit abroad must be constitute a threat to the State.

It is valid for a period of 10 years from the date of issue, after which it will finally lapse. It is valid for travelling to all countries unless endorsed otherwise.



Children's passport (green cover)

This is issued to children from birth to 16 years of age who are South African citizens. It is valid for five years as from the date of issue, after which it will finally lapse. Recent photographs of bearer may be added to the passport by offices of the Department of Home Affairs, locally or abroad. It is valid for travelling to all countries unless endorsed otherwise.



Documents for travel purposes (black cover)

This is issued to any person who is permanently and lawfully resident in the Republic who does not have the citizenship of another country, or who is unable to obtain a passport of the country of which he or she is a citizen. It is valid for a period of five years as from the date of issue, after which it will finally lapse. It is valid for travelling to all countries unless endorsed otherwise.




Emergency passport

This is issued to a South African citizen abroad who needs to travel urgently and whose passport has been lost or stolen and is valid for one journey only.



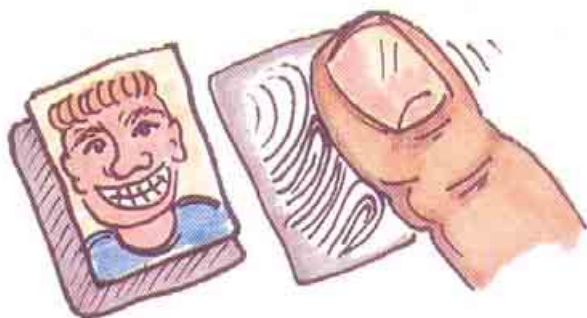
HOW TO APPLY

- Application must be made on the prescribed application form (BI-73).
 - Each applicant, including a child, has to apply separately.
 - In the case of a child, the consent of both parents is required.
 - Two recent, clear unmounted and full face (only head and shoulders) photographs, not exceeding 35 mm × 25 mm, of the applicant must accompany the application. Photographs generated by a photo booth are not acceptable.
 - A left thumbprint is required from all applicants of 16 years and older.
 - If no record of the applicant's fingerprints exists in the department, a full set of fingerprints, taken on an application for an identity document (BI-9), is required.
 - A passport or travel document can only be issued to an applicant in possession of an identity number. If an applicant does not have an identity number an application for an identity document (BI-9), together with all the required documentation, has to be submitted together with the application (BI-73).
 - The prescribed fee, which is adapted from time to time, has to be paid.
 - In cases where a passport or travel document was lost or stolen, double the prescribed fee is payable. A declaration must be made to the police in the country where the passport was stolen/lost and must be submitted with the application.
 - Fees are payable in money order, postal order or cash. Cheques will be accepted, but processing of the document will only commence after clearance of the cheque by the bank.
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WHERE TO APPLY

Applications may be submitted or forwarded to any office of the Department of Home Affairs or, where there is no office of the department, a Magistrate's Office which renders an agency service for the department, or abroad to any office of a South African representative.

Applications may be made during office hours on weekdays.



PROCESSING OF PASSPORT APPLICATIONS

- At some offices of the department, identified as processing offices, the applicant's photograph, thumbprint, and signature will be captured and sent to Pretoria electronically, along with the applicant's identity number. The thumbprint will be verified against the Population Register.
- On verification of the thumbprint and photograph the personal details will be retrieved from the Population Register, after which the passport will be issued, only in Pretoria.
- The issued document will be dispatched to the office where the applicant submitted his/her application for collection by the applicant, or sent by mail to the applicant, if so requested on the application.

VACCINATION REQUIREMENTS

Yellow Fever

Persons who travel to, or through certain African states and South America, are advised to consult the Department of Health, Private Bag X828, Pretoria, 0001 [Telephone (012) 312-0000] or any of that department's regional directors for full particulars regarding vaccination requirements prior to their departure.

Cholera

It is advisable that travellers to African states, Asia or the Far East, be immunised against cholera.



IMPORTANT

To ensure that applicants receive their passports in good time, they are advised to apply at least six weeks before their proposed date of departure.

It often happens that a person urgently requires a passport. Always have a valid passport in your possession.