



REQUIREMENTS FOR CORPORATE WORK VISA

(This is a visa issued by the Department to a corporate worker. A corporate applicant is defined as juristic person established under the laws of the Republic of South Africa or foreign country as a corporation to employ foreigners to conduct work for such applicant.)

REQUIREMENTS: (all forms to be completed in black ink)

- MACHINE READABLE VALID PASSPORT WITH MINIMUM TWO UNUSED VISA LABEL PAGES. PASSPORT MUST BE VALID FOR MINIMUM 30 DAYS AFTER THE INTENDED DATE OF DEPARTURE FROM SOUTH AFRICA.
- **NON-REFUNDABLE** APPLICATION FEE (IF APPLICABLE) IN THE FORM OF MONEY ORDER / CASHIERS CHECK: **\$127.00**
- **COMPLETED DHA-1738** SIGNED BY APPLICANT.
- TWO PASSPORT PHOTOS.
- CERTIFIED/NOTARIZED COPY BIO PAGE OF PASSPORT.
- CERTIFIED COPY OF VALID PROOF OF RESIDENCE IN US (Green Card/H1 B/ J1/ L1 etc) (Proof of residence must be valid for duration of stay in South Africa) **(B1/B2 US VISA HOLDERS NOT ELIGIBLE TO APPLY – MUST APPLY IN COUNTRY OF ORIGIN).**
- PROOF OF TENTATIVE TRAVEL ITINERARY OF ROUND-TRIP AIR TICKETS. **DO NOT PURCHASE AIR TICKETS PRIOR TO OBTAINING SOUTH AFRICAN VISA.**
- PROOF OF FINANCIAL MEANS IN THE FORM OF THREE (3) MONTHS OF THE MOST RECENT BANK STATEMENTS, **STAMPED** BY THE BANKING INSTITUTION (NO NOTARY STAMPS) OR WRITTEN CONFIRMATION FROM BANKING INSTITUTION-ONLINE BANKS.
- PROOF OF TENTATIVE ACCOMMODATION.

- IF HOSTED BY SOUTH AFRICAN CITIZEN OR PERMENANT RESIDENT: LETTER OF INVITATION, COPY OF CERTIFIED RSA ID DOCUMENT, PROOF OF RESIDENCE OF HOST (UTILITY BILL).
- IF HOSTED BY NON-SOUTH AFRICAN: LETTER OF INVITATION, COPY OF CERTIFIED VALID BIO PAGE OF PASSPORT AND VISA, PROOF OF RESIDENCE OF HOST (UTILITY BILL).
- YELLOW FEVER CERTIFICATE IS REQUIRED FOR APPLICANTS TRAVELING THROUGH YELLOW FEVER BELT AREAS EN ROUTE TO SOUTH AFRICA.
- **ORIGINAL FBI CERTIFICATE** (FULL CRIMINAL BACKGROUND CHECK REPORT) AND **ORIGINAL** POLICE CLEARANCE CERTIFICATE FROM EACH COUNTRY WHERE THE RELEVANT APPLICANT RESIDED FOR 12 MONTHS OR LONGER AFTER ATTAINING THE AGE OF 18 YEARS (FOR THE LAST 5 YEARS) IN RESPECT OF CRIMINAL RECORDS OR THE CHARACTER OF THAT APPLICANT, WHICH CERTIFICATE SHALL NOT BE OLDER THAN SIX MONTHS AT THE TIME OF ITS SUBMISSION.
- [MEDICAL REPORT](#) ON PRESCRIBED FORM – **DHA-811** (PHYSICAL. THE CERTIFICATE MUST NOT BE OLDER THAN SIX (6) MONTHS AT THE TIME THE APPLICANT SUBMITS AN APPLICATION.
- ALL REQUIREMENTS IF SPOUSE AND CHILDREN WISH TO ACCOMPANY APPLICANT.
- CORROBORATED REPRESENTATION DEMONSTRATING THE NEED TO EMPLOY FOREIGN WORKER.
- COPY OF MAIN CORPORATE VISA ISSUED TO THE PROSPECTIVE EMPLOYER.
- ORIGINAL CORPORATE WORKER AUTHORIZATION CERTIFICATE (FULLY COMPLETED).
- A VALID EMPLOYMENT CONTRACT.
- A **STAMPED** WRITTEN UNDERTAKING BY THE CORPORATE APPLICANT TO ENSURE THAT THE FOREIGNER DEPARTS FROM THE REPUBLIC OF SOUTH AFRICA UPON TERMINATION OF HIS OR HER CONTRACT OF EMPLOYMENT OR ACCEPTING RESPONSIBILITY FOR THE RETURN OR COSTS RELATED TO THE DEPORTATION OF THE FOREIGNER SHOULD IT BECOME NECESSARY.
- PROOF OF EVALUATION OF FOREIGN QUALIFICATIONS BY THE [SOUTH AFRICAN QUALIFICATIONS AUTHORITY \(SAQA\)](#) AND TRANSLATED BY A SWORN TRANSLATOR INTO ONE OF THE OFFICIAL LANGUAGES OF THE REPUBLIC OF SOUTH AFRICA, OR SKILLS AND EXPERIENCE IN LINE WITH THE JOB OFFER.
- A CERTIFICATE OF REGISTRATION WITH THE PROFESSIONAL BODY, COUNCIL OR BOARD RECOGNIZED BY SAQA IN TERMS OF SECTION 13(1)(I) OF THE NATIONAL QUALIFICATIONS FRAMEWORK ACT.

- PROCESSING TIME FOR LONG VISAS EXCEEDING 90 DAYS MAY TAKE UP TO 3 TO 4 WEEKS.
- **WHERE TO SUBMIT YOUR APPLICATION**
For residents of Alabama, Arkansas, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Louisiana, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Dakota and South Dakota, Ohio, Oklahoma, Texas, Virginia, Puerto Rico, Virgin Islands and Wisconsin:
 - **The South African Embassy in Washington, DC**
3051 Massachusetts Avenue NW
Washington, DC 20008