

# CORPORATE WORK VISA

1. Application to be submitted in person by the applicant
2. Original passport valid for no less than 30 days after the expiry of intended visit with at least 3 unused pages for endorsements
3. Photocopy of valid residential permit (if applicable)
4. 1 recent passport size photograph
5. Application form [BI-1733A](#) (duly completed)
6. Vaccination certificate (if traveling through yellow fever belt)
7. Applicants traveling by air must be in possession of a return ticket or submit a written undertaking by the prospective employer accepting full responsibility for the costs related to the deportation of the applicant and his family should it becomes necessary
8. Police clearance certificates in respect of all applicants 18 years and older from each country where the applicant resided for longer than 12months (not older than 6 months from date of issue)
9. [Medical](#) and [Radiological](#) reports in respect of each applicant (provided a Radiological report shall not be required in respect of children under the age of 12 years or pregnant women) (not older than 6 months from date of issue)
10. Birth certificate (to be unabridged where relevant to prove parenthood)
11. Proof of custody or adoption where applicable
12. Consent from parents where applicable
13. Marriage certificate where applicable
14. Proof of a spousal relationship by means of affidavit
15. Divorce decree or proof of legal separation where applicable
16. Death certificate in respect of a late spouse where applicable

## **Additional documentation to be submitted:**

1. A contract of Employment stipulating the conditions of employment and signed by both the employer and the applicant
2. The certificate of the corporate permit to the corporate applicant (employer) issued by the Department of Home Affairs (copy)
3. The original corporate worker authorization certificate
4. An updated and detailed Curriculum Vitae of the applicant
5. If required by law, proof of application for a certificate of registration with the professional body, council or board recognised by SAQA in terms of section 13(1)(i) of the National Qualifications Framework Act; and
6. Proof of evaluation of the foreign qualification by SAQA and translated by a sworn translator into one of the official languages of the Republic
7. A written undertaking by the corporate applicant to ensure that the foreigner departs from the Republic upon termination of his/her contract of employment or accepting responsibility for the return or costs related to the deportation of the foreigner should it become necessary.