

## **APPLICATION FOR NEW SA PASSPORT (child under 16 years of age)**

The following documents need to be submitted for a new SA Passport:

- form [BI-73](#) Application for new SA passport (duly completed)
- form [BI-529E](#) Determination of Citizenship
- € 31,00 (Euro thirty one) application fee (in cash or bank transfer – see details below for the SA Embassy Vienna). In accordance with Treasury Instruction you are charged a double fee if the passport was lost/damaged
- 1 recent passport size photographs in respect of applicant (in line with photo specifications)
- copy of previous SA passport & copy of birth certificate
- proof to be submitted in case of sole custody or guardianship (English translation if in foreign language)
- copy of marriage certificate of parents and copies of passports
- A self-addressed A5 envelope (Luftpolsterkuvert) with stamp to the value of € 6,00 (Euro six) (per Einschreiben) affixed to it if not collected person.

Carefully read page 3 of the passport form before completing the application. For the certification of the photos and the certification of Par. B of the passport application form please contact the South African Embassy, nearest South African Representative (Honorary Consul) in your area or the local police authority. No fingerprints or signature of the child is needed on page 1 of the application form. Both parents should sign the application form as indicated and should be present for verification. The child should also be present in order to certify the photos. Please be advised that the completed application for the permanent passport will be forwarded to South Africa for processing which could take approximately 12-16 weeks.

Should you have any further questions please do not hesitate to contact the consular section at this office.

**Bank connection: Bank Austria (BLZ 12000) Acc. No: 0027-21603/03**  
**IBAN: AT51120000272160303                      Swift Code: BKAUATWW**

For further information please contact the Consular Section:

Tel: + 43 1 320 6493 ext 19, 20

Fax: + 43 1 320 0814

Email: [vienna.consular@dirco.gov.za](mailto:vienna.consular@dirco.gov.za)

Website: [www.southafrica-embassy.at](http://www.southafrica-embassy.at)

Consular hours: Monday – Friday 08:30 – 12:00 and telephone enquiries until 16:30  
South African Embassy, Consular Section, Sandgasse 33, 1190 Vienna, Austria