



REQUIREMENTS FOR PORT OF ENTRY VISA
(REMOTE WORK VISA) – EXCEEDING 3 MONTHS

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

Please submit your application in the order outlined below:

- **A Printed Copy** of the ‘**Confirmation of Appointment**’.
- **Completed DHA-1738** signed by applicant.
- **Machine Readable Valid Passport** with minimum two (2) 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 a money order/cashier’s check: **\$55.00 payable to the South African Consulate General NY**
- Two (2) passport photos.
- A copy of bio page of your passport.
- Original + copy of valid Proof of Residence in the USA (Green Card/H1 B/J1/L1 etc) (Proof of Residence must be valid for duration of stay in South Africa) **(B1/B2 USA visa holders are not eligible to apply and must apply in their Country of Residence).**
- A copy of Birth Certificate.
- A pre-paid FedEx or USPS Priority Mail envelope with sender and receiver in applicant’s name and address. Collection of passport in person is an option.
- **A Statement or Documentation** detailing the purpose and duration of the visit.
- Proof of **Tentative Travel Itinerary** for round-trip air tickets. ***Do not purchase air tickets prior to obtaining your South African visa.***
 - Proof of **Tentative Accommodation- Hotel booking in applicant’s name**
 - **If hosted by South African Citizen or Permanent Resident**, include the following:
 - A signed Letter of invitation from Hosts,
 - A certified/notarized copy of their RSA ID document
 - A copy of Host’s proof of residence (utility/tax bill, bank statements).

- **If hosted by a Non-South African**, include the following:
 - A signed Letter of invitation from Hosts,
 - A certified/notarized copy of host's passport and SA visa,
- A copy of Host's proof of residence (utility/tax bill, bank statements).
- **Proof of Financial Means** in the form of bank statements for the last three (3) months with no manual erasures.
- **A Yellow Fever Certificate** is required for applicants traveling through *Yellow Fever Belt* areas en-route to South Africa.
- **Medical Report** on prescribed form – **DHA-811**(physical). The Certificate must not be older than six (6) months at the time of application.
- The **Federal Bureau of Investigation (FBI) Clearance Certificate** (full criminal background check report), together with **original Police Clearance Certificates** from each country in which the applicant has resided for a period of 12 months or longer after the age of 18 (within the past five (5) years), confirming the applicant's criminal record status or character. All certificates must not be older than six (6) months at the time of submission.
- **Valid Contract of Employment** signed by both the Applicant and the Foreign Based Employer indicating remote work conditions.
- **Proof of Financial Means defined as a gross salary of no less than the equivalent of R650 796.00 per annum** in the form of three (3) months of the most recent bank statements.
- **Tax compliance 1:** if the recipient of the visa is a tax resident in a country that the Republic has an Agreement in force with for the prevention of or relief from Double Taxation under Section 108(2) of the Income Tax Act, 1962, the recipient will be required to register with the South African Revenue Service if they are present in the Republic for longer than an aggregate of 183 days during any 12- month period.
- **Tax compliance 2:** if the recipient of the visa is not a tax resident in a country referred to in (1), the recipient will be required to register with the South African Revenue Services.
- **Processing Time: 4-6 weeks.**
- **WHERE TO SUBMIT YOUR APPLICATION**
Residents of: Connecticut, Delaware, Kentucky, Maine, Massachusetts, New Hampshire, New Jersey, New York, North and South Carolina, Pennsylvania, Rhode Island, Tennessee, Vermont, and West Virginia:

The South African Consulate General
 805 Third Avenue 30th/31st Floor
 New York NY 10022
 Tel: (917) 200 8396
 Email: consular.ny@dirco.gov.za
 Website: www.dirco.gov.za/newyork

