



DEPARTMENT: HOME AFFAIRS
REPUBLIC OF SOUTH AFRICA
 UMNANGO WEZANGAPHAKATHI
 DEPARTEMENT VAN BINNELANDSE SAKE
 DEPHATEMENTE YA MERERO YA TSA SELEGAE

APPLICATION FOR A SOUTH AFRICAN PASSPORT OR TRAVEL DOCUMENT
 UKUFAKA ISICELO SEPASIPOTI LASENINGIZIMU AFRIKA NOMA INCWADI YOKUHAMBA AMAZWE
 AANSOEK OM 'N SUID-AFRIKAANSE PASPOORT OF REISDOKUMENT
 KGPELO YA GO GWETSA PASPOROTO GOBA LENGWALO LA MOSEPEDI

FOR OFFICIAL USE ONLY	
BLOCK	<input type="checkbox"/> YES <input type="checkbox"/> NO
Officer's signature.....
Officer's signature.....
Temp/Emergency PPT No.	<input type="text"/>
Date of issue.....
Date of expiry.....
Lost passport	<input type="checkbox"/> YES <input type="checkbox"/> NO
..... Passport Officer	

Please consult page 3 regarding instructions and information

APPLICATION FOR (mark which is applicable with an X)

Passport	<input type="checkbox"/> 1	Document for Travel Purposes	<input type="checkbox"/> 4	Official Passport	<input type="checkbox"/> 7
Crew Member Certificate	<input type="checkbox"/> 2	Emergency Passport (Certificate)	<input type="checkbox"/> 5	Child Passport/Endorsement	<input type="checkbox"/> 8
Maxi Passport	<input type="checkbox"/> 3	Diplomatic Passport	<input type="checkbox"/> 6	Temporary Passport	<input type="checkbox"/> 9

The document must be forwarded to my address YES NO
 indicate below

A. PARTICULARS OF APPLICANT

Surname

Forenames in full

Previous surname(s)

Marital Status: Unmarried Married Widower Widow Divorced Gender: Male Female

Date of birth Y Y Y Y M M D D Identity number

Country of birth

Place of birth

Postal address

Home tel. no. and code

Work tel. no. and code

C o d e

B. FOR OFFICIAL USE- CERTIFICATION OF PARTICULARS (PLEASE PRINT)

I, (surname and forenames in full),.....
 designation (rank)..... hereby certify that-

(a) the applicant appeared before me and produced the following means of identity.....

(b) the accompanying photos are a true image of the applicant and have been endorsed by me as prescribed; and

(c) the thumbprint below has been taken by me and belongs to the applicant. (delete if not applicable-thumbprint required only if applicant is 16 years and older)

Date Y Y Y Y M M D D Signed.....
 (Officer of the Department of Home Affairs/Person authorised by the Department of Home Affairs)

Address.....

Signature of the applicant	Photo of the applicant	Left thumbprint of the applicant/or

C. CERTIFICATE OF CONSENT BY BOTH PARENTS OR GUARDIAN FOR A MINOR

(a) I/We, the undersigned, consent to the issue of a passport as applied for by my/our child (name of child)

Signature of father

ID No. _____

Signature of mother

ID No. _____

Signature of competent authority

ID No. _____

(c) In the case of guardianship:

Signature of guardian

ID No. _____

(d) Only a child whose birth has been registered in terms of the Births and Deaths Registration Act, 1992 (Act No. 51 of 1992) may be issued with a passport

(e) For purposes of passport a minor means any person who has not yet attained the age of 18 years, excluding a person under the said age who—

- (i) has been declared a major under the age of Majority Act, 1972 (Act No. 57 of 1972);
- (ii) has contracted a legal marriage; or
- (iii) is legally emancipated.

(f) **Consent:** Subject to the exceptions below, minors require the written consent of both their parents or guardians, as the case may be, before they may be granted passports. The required written consent by the parents or guardians must be given in the prescribed manner in the space provided adjacent hereto.

(g) **Exceptions:** If one of the parents is deceased, this fact must be stated. Where the consent is given by a guardian, the circumstances of the guardianship must be stated. If, as a result of special circumstances (i.e. the absence of a parent), it is not possible to complete the certificate, written consent, in some other form (e.g. a letter from the absent parent) will be accepted. If a parent (or guardian) refuses to give his/her consent a competent court may order otherwise. The relevant court order must accompany the passport application in such an event. If parents are divorced, both parents' consent is required unless a competent court orders otherwise. If a parent or another person has been granted sole guardianship by a competent court, the consent of the other parent or the parents will not be necessary.

D. CITIZENSHIP (Must be completed by all applicants)

(a) Have you acquired citizenship of another country on application? YES NO if so, state

COUNTRY	PLACE OBTAINED	MEANS OF OBTAINING	DATE

(b) Have travel facilities previously been issued to you? YES NO if so, when?

Passport/document number _____

NOTE: South African passports or other travel documents presently in the possession of the applicant must be submitted with this application unless lost, stolen or damaged, in which case the applicant has to comply with regulation 7 or 13 of the Passports and Travel Documents Regulations, 1996

E. DECLARATION

I, _____ hereby declare that the information furnished above is to the best of my knowledge and belief correct and I concur that if I do not claim my passport within three (3) months from date of issue, my passport will be destroyed and I will forfeit my fee.

Date _____

 *Signature Place

*(Signature of the applicant except where a father, mother or guardian signs on behalf of his/her minor child under the age of 16 years.)

INSTRUCTIONS AND INFORMATION

1. Important notes

- (a) South African travel facilities are granted in accordance with the South African Passports and Travel Documents Act, 1994 (Act No. 4 of 1994) and the South African Passports and Travel Documents Regulations, 1996
- (b) A South African passport may only be issued to a South African citizen.
- (c) A Document for Travel Purposes may be issued to a person who has permanent residence status but who cannot obtain a passport from his/her country of origin or a stateless person.
- (d) Husband, wife and children must complete separate application forms.
- (e) A Passport or Travel Document can only be issued to an applicant who is in possession of an identity number. Applicants must submit their identity documents along with their applications for passports or travel documents. If not in possession of an identity document, an application must accompany the application for a passport or travel document.
- (f) A full set of fingerprints (or a thumbprint, as the case may be) is required from all applicants 16 years and older. In addition to the applicant's left thumbprint on the front page hereof, a full set of fingerprints will be required if an applicant's fingerprints are not on the Population Register yet.
- (g) A child will be issued with his/her own passport. Please refer to paragraph C (page 2) regarding consent for a minor.
- (h) A recent photograph of the bearer of a child passport must be endorsed in the child passport if the photograph which currently appears in the child passport is no longer a true image of the bearer.
- (i) To ensure that the applicants receive their passports in time, they are advised to apply at least two months prior to their intended date of departure.
- (j) Applications may be lodged with any office of the Department of Home Affairs. Please note that offices are closed on Saturdays.
ABROAD: At any office of a South African Representative.

2. Prescribed fees:

Tourist Passport:	R145	Lost/Stolen/damaged Passport:	R290
Document for Travel Purposes:	R110	Lost/Stolen/damaged Document for Travel Purposes:	R220
Emergency Passport (Certificate)	R50		
Child Passport:	R110	Lost/Stolen/damaged Child Passport:	R220
Temporary Passport:	R70	Lost/Stolen/damaged Temporary Passport:	R140
Maxi Passport:	R290	Lost/Stolen/damaged Maxi Passport:	R580

Fees are payable in cash together with the application. Prescribed fees are revised annually (in April) and applicants are requested to ascertain what these fees are at the time of application.

3. Photographs

Two recent, clear, unmounted photographs of the applicant (Showing only head and shoulders) measuring 35 x 45mm must accompany the application. The certifying officer shall endorse the initials and surname of the applicant in block letters on the reverse side of one of the photographs and shall affix the second photograph to the appropriate space on the application form.

4. Validity

South African Passport:	10 years from date of issue.
Child Passport:	5 years from date of issue.
Document for Travel Purposes:	Not exceeding 5 years from date of issue
Emergency Passport (Certificate):	For a maximum period of 9 months from date of issue.
Temporary Passport:	Not exceeding 1 year from date of issue
Maxi Passport:	10 years from date of issue.

5. Dual citizenship

Permission may be granted to a South African citizen who is also a citizen of another country to use that country's passport without jeopardising his/her South African citizenship. Application can be made at any office of the Department of Home Affairs. **A fee of R85 is payable.**

ABROAD: At any office of a South African Representative

6. Documents and information which may be required

All information in the application is subject to verification and, if no proof in support thereof has been submitted upon application, a birth certificate, naturalisation certificate or any other document may be requested in order to substantiate any statement made in the application.

7. Female applicants who wish to be issued with a passport in their maiden surname or another surname

Passports/Travel documents are issued in the surname of the applicant as it appears in the Population Register at the time of application for the passport. Women wishing to have their passports issued in another surname are therefore, advised to have their surname particulars changed in the Population Register before applying for a passport in such surname. Please note, in terms of the Passports and Travel Documents Regulations, endorsements of surname particulars in passports/travel documents are not permissible.

8. Vaccination requirements for international travel purposes

Persons who intend travelling are advised to contact the Department of Health, Private Bag X828, Pretoria, 0001 (Tel. 325-5100), or any of that Department's Domestic Offices, prior to travelling, to obtain full particulars regarding vaccination requirements.

9. Emergency/Temporary Passports

In the case of any application for an emergency or temporary passport, full reasons why such document is urgently required must be furnished on the revers hereof or in a letter accompanying the application.