

## **LIST OF DOCUMENTS REQUIRED TO CONDUCT WORK FOR A SHORT PERIOD SECTION 11(2)**

- Letters from the **South African and local companies** confirming:
  - Purpose and necessity of the work
  - Nature of work
  - Qualification and skills required for the work
  - Duration of the work
  - Place of work
  - Duration of the visit
  - Proof of remuneration or stipend that the foreigner will receive from the employer
  - Identity and contact details of the prospective employer or relevant contact person from the host institution
  - Undertaking from the company in respect of all matters concerning the applicant, including accommodation, medical expenses, and repatriation.
  
- Passport
- Copy of Passport
- Copy of previous visas to South Africa
- Portuguese Immigration SEF Card - not applicable to Portuguese citizens
- 1 color photo
- Yellow Fever Certificate, if applicable
- Flight bookings
- € 50,00 (cash, exact amount)

### **DURATION AND PERIOD OF ISSUANCE**

A visitor's visa shall be issued for a period not exceeding 90 days and is not renewable at the SA Embassy.

#### **Important notes:**

- **Incomplete applications are not accepted.**
- **All application forms must be fully filled in with a black ink pen, and legible handwriting.**
- **All details provided by the applicant should be in accordance with the documents produced (e.g. name and surname in accordance with passport details).**
- **Applicants must apply for the visas in person at the South African Embassy in Lisbon, and sign the application forms in the presence of an Embassy Official.**
- **All documents in a foreign language must be translated to English language**
- **A Photo booth is available at the Embassy for international standard photographs. (4xphotos=5euros)**
- **All documents and letters or work contracts must be signed and stamped**

- All documents issued by any country other than South Africa or Portugal must be certified by means of an Apostille or – if not party to the Hague Convention - by the Diplomatic representation in Portugal, duly accredited to the Portuguese Ministry of Foreign Affairs