



**SOUTH AFRICAN EMBASSY
DEN SØR AFRIKANSKE AMBASSADE
OSLO**

Drammensveien 88 C, 0244 Oslo, Norway Telephone: (+47)23 27 32 20

<http://www.dirco.gov.za/oslo/>

Email: oslo.consular@dirco.gov.za

Application for Visa to SA – (Work visa – INTRA COMPANY TRANSFER)

Please print DHA-1738 / DHA -84 and **to be completed only when you are at the Embassy** in **BLACK INK** together with ALL required documentation as indicated on the form , and **submitted personally** to the Embassy during Consular Office hours, from 09:00 to 12:00, Monday to Thursday, with the following:

1. One (1) recent passport photograph colour.
2. Contract agreement and CV of the applicant.
3. Company profile, tax and company register from both institutions
 - Foreigner's contract of employment with company abroad.
 - Letter from the company abroad that the applicant shall be transferred to a branch of that company or an affiliated company situated in South Africa.
 - Letter from the South African company confirming the transfer from the parent or affiliated company abroad, as well as specifying the occupation and capacity in which the foreigner shall be employed,
1. and that the maximum duration will not exceed four years
2. Proof of funds – The last three months of bank statement . If financed or sponsored by a company/ institution a confirmation letter should be submitted.
3. Travel insurance or medical insurance is compulsory.
4. Proof of Accommodation in SA
5. Flight details
6. Medical certificate in respect of the applicant and all members accompanying the applicant.
7. Radiological report (A radiological report should not be required in respect of children under the age of 12 years or pregnant women).
8. Police clearance certificates in respect of all applicants 18 years and older, in respect of all countries where person(s) resided one year or longer
9. Birth certificate (unabridged) where relevant to prove parenthood.
10. Marriage certificate where applicable.
11. The passport should be valid for not less than 30 days after the expiry of the intended visit. At least two unused pages should be available.
12. Receipt of proof of payment of NOK 1627 to be transferred to the Embassy's AC 1503 15 38189
13. Applicants must please indicate whether the passport will be collected from the Embassy. If the passport is to be returned by mail (registered mail) the applicant is requested to forward a self addressed **stamped registered envelope**. Please forward a separate envelope for each passport. The postage fee per passport is between kr 185 to kr 200 for A5 and kr 235 for A4 size envelope.



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ONLY AFTER the application forms and ALL the necessary supporting documents have been received, Consular Section will proceed with the application. From this date, the processing period will be eight (8) weeks **NOTE: Each application is processed on merit and therefore at times may require additional information/ documentation.**