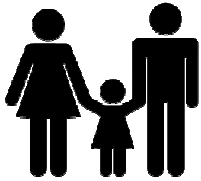


# DOCUMENTS REQUIRED BY MINORS AT SOUTH AFRICAN BORDER POSTS

For the protection of children certain documents are required for minors at South African border posts for both entry and exit purposes. ALL minors must be in possession of 1) a valid passport and 2) an unabridged birth certificate.

## MINOR TRAVELLING WITH BOTH PARENTS



Passport

Unabridged birth certificate

- 9) If the companions of the minor differ for the inbound & outbound journey, please ensure that documentation is correct for both instances.
- 10) For any circumstances not mentioned or for any questions please contact Home Affairs on 0800 60 11 90 or Amanzi Trails on 021 559 1573; 072 229 4672; [info@amanzitrails.co.za](mailto:info@amanzitrails.co.za).

**FOR NON-SOUTH AFRICAN CITIZENS & SOUTH AFRICAN CITIZENS WITH DUAL CITIZENSHIP, SEE NOTES B & C IN ADDITIONAL NOTES & DETAILED EXPLANATIONS.**

### **PLEASE NOTE:**

- 1) Please read Section A in Additional Notes & Detailed Explanations.
- 2) "Parent" refers to the name of the mother and/or father as on the unabridged birth certificate.
- 3) In an affidavit a parent gives the other parent or another person permission to leave the country with his/her child. **THESE MUST BE ENDORSED BY A COMMISSIONER OF OATHS.**
- 4) Where parents are divorced and one parent has full custody, the other parent still has to sign affidavit. Only where a **COURT ORDER** giving the custodial parent full custody of the child exists does the other parent not have to sign an affidavit.
- 5) Where legal guardian(s) are not the parent(s) as on the unabridged birth certificate, **COURT ORDERS** nominating the legal guardian(s) are required.
- 6) Where the name of a parent on his/her identity document differs from that on the unabridged birth certificate, proof of surname change should be provided (eg. a marriage certificate)
- 7) Certified copies of unabridged birth certificates, identity documents, death certificates, court orders and marriage certificates are acceptable **BUT THE STAMP DATE MUST BE WITHIN 3 MONTHS OF RETURN TO SOUTH AFRICA.**
- 8) All copies must be on A4 paper; do not cut any blank paper off

## MINOR TRAVELLING WITH ONE PARENT



Passport

Unabridged birth certificate

Affidavit from other parent / legal guardian

Copy of ID of other parent / legal guardian

Death certificate if other parent deceased

Court order nominating legal guardian(s)\*\*

\*\*where applicable

## MINOR TRAVELLING WITH A TEMPORARY GUARDIAN (for example teacher, family member, friend)



Passport

Unabridged birth certificate

Affidavit from mother / legal guardian

Copy of ID of mother / legal guardian

Affidavit from father / legal guardian

Copy of ID of father / legal guardian

Death certificate if one parent deceased

Court order nominating legal guardian(s)\*\*

## **ADDITIONAL NOTES & DETAILED EXPLANATIONS**

### **A. Passports & Unabridged Birth Certificates**

- Each participant must be in possession of a passport, valid for 6 months after return to South Africa.
- Minors (under 18 years) must have their own passports.
- Passports for minors are only valid for 5 years and not for 10 years as in the case of adults.
- Emergency and temporary passports are no longer issued by the Department of Home Affairs.
- When applying for a passport for a minor both parents must endorse the application and need to present their identity documents. In the case of one parent being unavailable or living in another city/town, one parent can make the passport application with the minor. The other parent can confirm the application at a different office, informing the Home Affairs official at which office the original application was made.
  
- Minors must ALSO be in possession of an unabridged birth certificate.
- Minors not travelling with both parents as per the unabridged birth must ALSO be in possession of an affidavit from the absent parent(s)/legal guardian(s) signed and stamped by a commissioner of oaths giving a temporary guardian (in this case a teacher) with whom the child is travelling permission to leave/enter South Africa with his/her child (see affidavit below).
- Where the name of a parent on the unabridged birth certificate differs from that on his/her identity document, certified copies of the document explaining the reason for the difference in names must be provided (eg. a marriage certificate).
- Copies of unabridged birth certificates, identity documents, etc are acceptable but can only be certified by a commissioner of oaths.
- The date stamp on copies and affidavits must be within 3 months of the date of return to South Africa.
- If an unabridged birth certificate is not received in time, the Department of Home Affairs issues a letter in lieu of the certificate which is accepted at border posts.
  
- Application for a passport takes 3 – 6 weeks and for an unabridged birth certificate 6 – 12 weeks.
- If a minor who is applying for a passport is 16 years or older s/he must be in possession of an identity document; an additional 6 - 12 weeks must therefore be factored in if applying for an identity document first.

### **B. Visas for Namibia for non-South African citizens**

- Those traveling on non-South African passports must enquire at the Namibia Tourism Board regarding visa requirements [tel: ++27 (0)21 422 3298; [naminfo@saol.com](mailto:naminfo@saol.com)].
- Please ensure that visas allow you to enter Namibia AND return to South Africa/other country.

### **C. For non-South Africans and South Africans with dual citizenship**

- South Africans with dual citizenship must exit and re-enter South Africa on a valid South African passport.
- Non-South Africans who have permanent residence in South Africa must either leave and re-enter South Africa on a valid South African passport OR have a permanent residency stamp in their non-South African passport.
- South Africans with dual citizenship and non-South Africans resident in South Africa must ensure that the above and any other required documentation is in order for both exit from AND re-entry into South Africa.

PLEASE NOTE THAT UNFORTUNATELY NO ASSISTANCE CAN BE GIVEN TO THOSE WITHOUT VALID TRAVEL DOCUMENTS AND NO REFUNDS WHATSOEVER WILL BE MADE IN THE CASE OF NON-ARRIVAL DUE TO INCORRECT DOCUMENTATION.

# AFFIDAVIT

I, a major male/female ..... citizen with identity/passport number  
.....(copy attached) of address: .....  
....., cell phone number: .....  
and e-mail address: .....  
hereby state under oath as follows:

1. I am the father/mother/legal guardian of .....  
..... (child's full name), born on ..... in  
..... with identity/passport number: ..... ;
2. I consent to my child leaving South Africa together with his/her mother/father/temporary guardian  
..... (full name)  
with identity/passport number ..... (copy attached) on or about  
..... (departure date) and to him/her returning to South Africa on or about  
..... (return date).

\_\_\_\_\_ (signature)

\_\_\_\_\_ (full name in print)

**FATHER/MOTHER/LEGAL GUARDIAN**

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I certify that the DEPONENT has acknowledged that he/she knows and understands the contents of this affidavit, that he/she does not have any objection to taking the oath, and that he/she considers it to be binding on his/her conscience, and which was sworn to and signed before me at .....  
..... on this the ..... day of .....20....., and that the administering oath complied with the regulations contained in Government Gazette No. R1258 of 21 July 1972 as amended.

\_\_\_\_\_ (signature)

\_\_\_\_\_ (full name in print)

**COMMISSIONER OF OATHS**