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18/10/2018

Dear Sir/Madam

In 2015 the South African Government implemented a number of changes to their immigration policy with regards to under-18's visiting the country. The law was intended to help reduce child trafficking by ensuring that all children had proper documented permission to be travelling, so requires additional paperwork to be produced at the point of entry into South Africa.

This legislation has come under a large amount of criticism and is currently under review by the government, but due to the extensive nature of the documentation and the possibility that you may have to apply for certain items we wanted to supply this document pack to give you an overview of what is currently required.

All the schools that have come away with Operation Wallacea since 2015 have been required to have the documents in full, and all our students since have successfully completed their expeditions.

In this document, you will find:

- 1) This introductory page
- 2) A checklist of required documentation
- 3) A description of the current requirements
- 4) A list of what you need to do when
- 5) A list of frequently asked questions
- 6) A copy of the guidelines document provided by the SA government
- 7) Example affidavits

If the law changes or is repealed before your expedition, we will contact all our participants immediately.

Kind Regards,
Dr Heather Gilbert

South Africa Country Manager
heather.gilbert@opwall.ac.uk





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Checklist of Required Documents

- Valid passport
- Valid visa, if required
- Unabridged birth certificate
- Parental consent affidavit
 - Contact details of the parents or legal guardians of the minor
 - Contact details of the person in whose care the minor will be in South Africa
- Principal's consent affidavit
- Certified copies of passports of the parents or legal guardians of the minor
- Evidence of legal guardianship if names on the affidavit do not match those on the birth certificate

The full list details of the requirements can be found at:

<http://www.home-affairs.gov.za/index.php/statements-speeches/621-advisory-new-requirements-for-children-travelling-through-south-african-ports-of-entry-effective-1-june-2015>





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Description of Required Documents

Valid Passport

South African immigration require at least 2 blank pages when you enter or leave South Africa. Passports should also be valid for a certain period from the date of exit from South Africa. This period of validity varies depending on the country of origin so should be checked prior to travel.

Valid Visa, if required

Entry permits for South Africa valid up to 90 days are issued free of charge on arrival to the holders of passports from over 40 countries, including the UK, the US and Canada and many EU countries. Travellers from other countries may need to apply for a visa in their home country prior to departure, and Operation Wallacea can assist with any project-related documentation or information needed for visa applications.

Unabridged Birth Certificate

An unabridged birth certificate is one that has the details of both parents listed. It is not required that the original be carried out, but there is a requirement for a certified copy. For students from England and Wales, you can order a copy directly from the government if you do not have one already. Please go to <https://www.gov.uk/order-copy-birth-death-marriage-certificate>. In other countries, you will need to contact your local authority / government to obtain this document.

The South African government recently announced it intends to relax the requirement for unabridged birth certificates. However, this would only be for minors travelling with their biological parents and has not yet been made a legal adjustment. Therefore, it is important that an unabridged birth certificate is provided by all minors.

Parental Consent Affidavit

An affidavit is a written statement that is sworn under oath to make it a legal document. It must be sworn in front of a person authorised to do so by law – typically a Commissioner of Oaths or equivalent. In the instances of an under-18 travelling without their parents, the South African government require an affidavit from the parents legally certifying that the accompanying adult (teacher) has their permission. They supply a template for this, which you can find as the last two pages in this pack. Notes have been added giving guidelines on how to complete each section, please open in Adobe PDF reader to view.

This affidavit must be completed within six months of the date of travel and has to be stamped/signed by a **Commissioner of Oaths** – typically this costs between £5 and £15. For details please see <http://www.commissionerofoaths.co.uk/>

We appreciate that in some circumstances it will be difficult or impossible to complete the details of both parents, or get passport copies. In any instances where this is the case, or any change of guardianship is involved, please refer to the frequently asked questions page of this document.





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Contact details of the parents or legal guardians of the minor

The details entered here should match the unabridged birth certificate and the signatures on the second page of the affidavit. If this is not possible, proof of a change in guardianship (e.g. adoption papers) will need to be provided.

Contact details of the person in whose care the minor will be in South Africa

This is the details of the teacher accompanying the group. Whoever is listed here must be with the minor when the documents are presented at customs in South Africa. The form also asks for a copy of this person's identity document/passport, however since the teacher will have the original with them to go through immigration, a separate copy is not additionally required.

Principal's Consent Affidavit

In the case of school groups, a principal's consent affidavit must also be completed. This is an affidavit signed by the Principal of the school to say the parents have given permission for the accompanying teacher to act *in loco parentis* during the trip. While the guidelines hint that this alone can replace the parental consent affidavits for school tours, the Department of Home Affairs later clarified in a statement that this was only true for South African schools. Schools visiting from abroad must have the parental consent affidavits in addition to the Principal's consent affidavit. Details of this statement can be found here:

<http://www.tourismupdate.co.za/article/106735/Clarified-The-requirements-needed-for-school-tours-to-SA>

Certified copies of identity documents or passports of the parents or legal guardians of the minor

These documents must be certified by a Commissioner of Oaths and must match the names listed on the parental consent affidavit. Therefore, if a legal guardian has signed the PCA it is a copy of their passport that is required. Evidence will also be required of the guardianship, more details of this can be found in the Frequently Asked Questions section.

Evidence of legal guardianship if names on the affidavit do not match those on the birth certificate

Whenever the names on the birth certificate do not match those on the affidavit, additional documentation will be required. This will usually come in the form of a court order stating transference of legal guardianship of the minor. The Frequently Asked Questions section contains more information regarding specific circumstance.

**It appears that the UK Government links in the electronic (pdf) version of this document do not work if you click them in the document. Please copy the web address and paste it into your browser instead.





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What you need to do

As soon as possible

- 1) Obtain an unabridged birth certificate for the participant if you do not currently have one.
- 2) Both parents/guardians will need a current passport, this may take time to apply for.

Within six months of travel

- 1) Find a Commissioner for Oaths or equivalent local to you (see frequently asked questions)
- 2) Complete the attached template affidavit
- 3) Take parental passports to the Commissioner for Oaths and get certified copies
- 4) Obtain a certified copy of an unabridged birth certificate. This can be done by taking the original to a Commissioner for Oaths and getting them to certify a copy, or ordering a new copy from your local authority
- 5) Take the affidavits to the Commissioner for Oaths and get them sworn
- 6) Give this documentation to the leading teacher of the expedition, and ensure they have correct contact details for both parents/guardians





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Frequently Asked Questions

How can I find a Commissioner for Oaths?

Within the UK, commissioner for oaths include Notary Publics, Solicitors, Barristers, Legal Executives, and Licensed Conveyancers.

Is this applicable to all children?

Yes, the South African regulations regards a child as any person under the age of 18 years. It is applicable to all nationalities departing from and arriving in South Africa.

What about unabridged birth certificates or other documents that are not issued in English?

All documents issued in a language other than English should be accompanied by a sworn translation issued by a competent authority in the country concerned.

What about countries that do not issue unabridged birth certificates?

In the case of foreign countries that do not issue unabridged birth certificates, a letter to this effect issued by the competent authority of the foreign country should be produced. You can download an example of this letter [here](#):

<http://www.dha.gov.za/files/EquivalentDocumentForeignGov.pdf>

Is a copy of the unabridged birth certificate sufficient or must it be the original?

A copy is sufficient so long as it is certified as a true copy of the original by a Commissioner of Oaths (or the equivalent, should Commissioners of Oaths not be a practice in the country concerned).

Must I travel with the original affidavit?

A copy is sufficient as per the regulations. It must be certified as a true copy of the original by a Commissioner of Oaths (or the equivalent, should Commissioners of Oaths not be a practice in the country concerned).

What is the time line for the affidavit and any certified copies?

The affidavit and any certified copies must be no older than six months, dating from the time of travel.

What about single or separated parents?

- *If there is only one listed biological parent on the birth certificate*

The affidavit needs to be completed by everyone listed on the birth certificate, so in the case of a single listed parent it is only required that they list their details.

- *Through divorce or parents splitting up*

Both biological parents listed on the birth certificate must be listed on the parental consent affidavit and have supplied a passport copy, even if separated or divorced. The only exceptions to this are if guardianship or full parental responsibility has passed to one of the parents, in which case that has to be proved – for example supplying a certified copy of a court order stating that the parent has full custody.

- *Through the death of one parent*

A certified copy of the death certificate for the deceased parent must be included.

What about cases of adoption or foster?

If the names listed on the birth certificate of the child are not currently the guardians of the child, a certified letter stating the guardianship (such as a court order) needs to be included.





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My country does not issue affidavits; what alternative do I have?

A document with the parents' name and surname, physical address, telephone and cell phone numbers would be sufficient. A letter from the Government of the country concerned confirming non-issuance of affidavits must be included.

My embassy has stated that school groups don't need individual parental consent affidavits, just the principal's affidavit. Why are you still recommending both?

In September 2015 the SA Government added the following exemption to the law:

In the case of school tours, the parental consent may be replaced with an affidavit from the school principal confirming that all consent letters are held by the school. Download the suggested format for this affidavit here. Upon producing this affidavit, immigration officers at ports of entry and South African missions abroad would not require any additional documents from individual scholars relating to parental consent. This special dispensation applies to all schools registered with the Department of Basic Education and its equivalent abroad.

A spokesperson from the Department of Home Affairs in South Africa later clarified that:

a foreign school principal could not provide one affidavit confirming permission for children to travel on a school tour to South Africa as the DHA could not validate the legitimacy of the school. As a result, each child would have to carry his/her individual parental consent affidavit.

Some embassies outside of South Africa (e.g. in London) are now stating that this exemption has been extended to foreign school groups. However, when we contacted the South African Department of Home Affairs directly, they stated that foreign school groups do still require individual parental consent affidavits. Given the confusion in advice, we are recommending going with the most conservative option. It is our opinion that it is better to provide too much documentation rather than risk being turned away.

Must the copies of the parents' passports be certified?

They must be certified as a true copy of the original by a Commissioner of Oaths (or the equivalent, should Commissioners of Oaths not be a practice in the country concerned).

The affidavit has space for a stamp from the Commissioner of Oaths, but in my country, that's not required. Will it be OK without a stamp?

There is no specific advice given on this by the SA Department of Home Affairs. However, we have had an airline require that a stamp was present on the affidavit and not just a signature. As far as we're aware, this has not been required by immigration staff, but airlines have the right to refuse access to the flight if they feel the documentation is incomplete. We therefore recommend you check this with your airline prior to travel.

Please email any other questions to heather.gilbert@opwall.ac.uk





home affairs

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

SOUTH AFRICAN REQUIREMENTS FOR MINORS TAVELLING INTERNATIONALLY

1. Background

Pursuant to the 2011 amendments to the Immigration Act, 2002 (Act No 13 of 2002) and the subsequent Immigration Regulations promulgated on 22 May 2014, guidance material was revised to accord with the new provisions. Aspects related to the immigration requirements as they pertained to minors were held in abeyance until 1 June 2015.

2. Applicable legislation

2.1 Immigration Act, 2002 (Act No 13 of 2002) and the Immigration Regulations, 2014:

- Section 9 (Admission and departure);
- Regulations 6(10) and (11) (Child in alternative care as defined in the Children's Act, 2005);
- Regulation 6(12)(a) (Both parents travelling with a minor);
- Regulation 6(12)(b) (One parent travelling with a minor);
- Regulation 6(12)(c) (Person is travelling with a minor who is not his or her biological child);
- Regulation 6(12)(d): (Unaccompanied minors).

2.2 Children's Act, 2005 (Act No 38 of 2005):

- Section 1 (Definition of a child);
- Section 18 (Parental responsibilities); and
- Section 169 (Child in alternative care).

2.3 Diplomatic Immunities and Privileges Act, 2001 (Act No. 37 of 2001), (foreign diplomats who enjoy immunities and privileges in the Republic.)

3. The following main categories of travel cases are discernable:

NO	DESCRIPTION	REQUIREMENTS
1	Child in alternative care	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • Letter from the Provincial Head of the Department of Social Development where the child resides authorising his or her departure from the Republic as contemplated in section 169 of the Children's Act.
2	Minor accompanied by both of his or her parents	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; and • UBC or Equivalent Document.
3	Minor accompanied by one parent where parents are neither divorced nor is travelling parent widowed	<ul style="list-style-type: none"> • Valid passport; • Valid visa, if required; • UBC or Equivalent Document; and • PCA; or • Court order granted in terms of section 18(5) of the Children's Act, 2005; or • Letter of Special Circumstances. <p>Note:</p> <ul style="list-style-type: none"> • In the case of single parents, where only one parent's particulars appear on the UBC or Equivalent Document, no PCA is required. • In the case where parents were never married but both parents' particulars appear on the UBC or equivalent document, the consent of the non-travelling parent is required; • In the case of same sex parents appearing on the UBC, it may be accepted (e.g. 2 mothers or 2 fathers).
4	Minor travelling with one parent who is divorced or legally separated and who has been granted full parental responsibilities and rights (previously called —sole custody) or full legal guardianship in respect of the minor	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • UBC or Equivalent Document; • Court order granting full parental responsibilities and rights (previously called sole custody) or full legal guardianship in respect of the minor.

5	Minor travelling with one parent who is divorced or legally separated and who has been granted specific parental responsibilities and rights (previously called —joint custody) or legal guardianship in respect of the minor	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • UBC or Equivalent Document; • Court order granting specific parental responsibilities and rights (previously called joint custody) or joint legal guardianship in respect of the minor; and • PCA; or • Court order granted in terms of section 18(5) of the Children’s Act, 2005; or • Letter of Special Circumstances. <p>NOTE: Where the accompanying parent presents a PCA and both parents’ names on the UBC correspond with the names on the PCA and the travelling parent’s passport, a court granting specific parental responsibilities and rights or joint legal guardianship may be dispensed with.</p>
6	Minor travelling with widow or widower parent	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • UBC or equivalent document; • Death certificate of the deceased parent
7	Orphaned minor where no formal order of guardianship or adoption has been granted as yet	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; and • Letter of Special Circumstances.
8	Minor accompanied by a person who is not his or her biological parent	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • UBC or equivalent document; • PCA; or • Letter of Special Circumstances. • Where a PCA is presented, <ul style="list-style-type: none"> ○ copies of the identity documents or passports of the parents or legal guardian of the minor; and ○ contact details of the parents or legal guardian of the minor; and contact details of the person in whose care the minor will be in South Africa.

9	Minor accompanied by his or her adoptive parent(s)	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • UBC of the minor reflecting particulars of adoptive parent(s), or, • Pending the issuance of an UBC containing the names of the adoptive parent(s), a court order confirming the adoption of the minor by the adoptive parent(s) accompanying him or her. <p>NOTE:</p> <ul style="list-style-type: none"> • Where only one of the adoptive parents is travelling with the minor or where such a minor is travelling unaccompanied, the PCA will still be required by the absent adoptive parent(s), or, in the case of a deceased adoptive parent, a copy of such parent's death certificate. • Where either or both adoptive parents are unable to issue a written consent due to recent death or incapacity a Letter of Special Circumstances may replace the PCA.
10	Unaccompanied Minor (this category includes a minor accompanied by another minor)	<ul style="list-style-type: none"> • Valid Passport; • Valid visa, if required; • UBC or Equivalent Document; • PCA or Letter of Special Circumstances; • Letter from the person who is to receive the minor in the Republic, containing his or her residential address and contact details in the Republic where the minor will be residing; • Copy of the identity document or valid passport and visa or permanent residence permit of the person who is to receive the minor in the Republic; and • Contact details of the parents or legal guardian of the minor. (This may be contained in the PCA.)

GENERAL NOTES:

1. All documents must be either original or copies certified as a true copy of the original by a commissioner of oaths or the equivalent commissioning authority, should commissioners of oath not be a practice in the country concerned.
2. The Affidavit must be dated within 4 months of the first arrival or departure travel date. The same affidavit will still be valid for the departure or return in relation to the same journey regardless of the period of the journey. The "first travel" date is the date of first presentation for travel at the POE for a journey that will be completed when the traveller returns or departs to or from the Republic. Minors who started their journey before 1 June 2015 would not be required to produce the documents if the return leg thereof takes place after 1 June 2015.
3. Different combinations of the travel cases could occur, e.g. when dealing with a minor accompanied by a person who is not his or her biological child, the requirements relating to

divorced or deceased parents must also be taken into account, where applicable. Minors accompanying school tours must also be dealt with in terms of this category of travellers.

4. The following types of Court Orders may be granted:
 - a) Court order granting full parental responsibilities and rights (previously called “sole custody”) or legal guardianship in respect of the minor: In this instance the consent of the other parent is not required;
 - b) Court order in which both parents are granted responsibilities and rights in respect of the minor: The consent of the other parents is required; and
 - c) Court orders that are silent on the parental responsibilities and rights: The consent of the other parent is required.

5. Visas
 - a) Where a child applies for a visa inside South Africa or at a South African embassy abroad it shall be standard practise for all supporting documents to be submitted prior to the visa being issued.
 - b) Should authentic visas be produced by the minor but any other supporting documents be unavailable, it may be assumed that all supporting documents have been provided.

6. Exceptions
 - a) Diplomatic/consular representatives accredited in South Africa travelling with his or her children: - An accreditation card issued by the Department of International Relations and Cooperation (DIRCO) containing the particulars of the children may be accepted in lieu of the supporting documents. Where such a child is travelling unaccompanied or with the other parent who is not a diplomat the same card may be produced;
 - b) A UBC should not be required in the case of countries that endorse the particulars of parents in children’s passports, e.g. India;
 - c) Minors accompanying VIPs where Protocol Officer is present at POE. (No supporting documents will be required in these cases);
 - d) No supporting documents will be required by persons in direct transit at an International Airport.

“Supporting documents” include the following:

- a) “Court order granting full parental rights and responsibilities” (previously called sole custody) or legal guardianship in respect of the minor;
- b) “Court order granting specific parental rights and responsibilities” (previously called joint custody) or joint legal guardianship in respect of the minor;
- c) “Court order in terms of section 18(5) of the Children’s Act, 2005”, authorising a minor to enter or depart from the Republic in the absence of parental consent of either parent;
- d) “Copies of the identity documents or passports of the parents or duly appointed legal guardian of the minor”;
- e) “Confirmation of Parenthood” issued by the DG in the event of an UBC not being able to be issued;
- f) “Contact details of the parents or legal guardian of the minor” (This may form part of the Parental Consent Affidavit);
- g) “Copy of the identity document or valid passport and visa or permanent residence permit” of the person who is to receive the unaccompanied minor in the Republic.
- h) “Death Certificate of a parent/ parents of a minor”;
- i) “Parental Consent Affidavit”;
- j) “Equivalent Document” in lieu of an unabridged birth certificate (Confirmation of Parenthood);
- k) Letter from the Provincial Head of the Department of Social Development where the minor resides authorising his or her departure from the Republic as contemplated in section 169 of the Children's Act, 2005;
- l) “Letter of Special Circumstances” issued by Director-General of Home Affairs in the event that a parent or parents are incapacitated or deceased and no legal guardian has been appointed as yet;
- m) Letter from the person who is to receive the minor in the Republic;
- n) “Unabridged Birth Certificate” of the minor.

“Alternative Care” means the care of a minor in accordance with section 167 of the Children’s Act, 2005, which reads as follows:

“A child is in alternative care if the child has been placed—

- (a) in foster care;
- (b) in the care of a child and youth care centre following an order of a court in terms of this Act or the Criminal Procedure Act, 1977 (Act No.51 of 1977); or
- (c) in temporary safe care.”

“Equivalent Document” is any official document or letter issued by a foreign government (including a foreign embassy) or a letter issued by the Director-General of the Department of Home Affairs, in lieu of an unabridged birth certificate and which serves as a confirmation of parenthood.

“Legal separation” unlike divorce, a does not put an end to marriage, it enables spouses to live separately but remain married. During the time they are living apart, they have a court order that outlines the rights and responsibilities of each spouse. Issues that can be addressed in a separation agreement are child custody and child support, visitation schedules and spousal support.

“Letter of Special Circumstances” means a letter issued by the DG as contemplated in paragraph 3 above;

“Minor” means a child under the age of 18 years as defined in section 1 of the Children's Act, 2005. Note: Marriage confers majority status on minors.

Unless the context indicates otherwise, “Parents” include adoptive parents and legal guardians;

“Parenthood” means the state of being a mother or a father;

“Parental Consent Affidavit” means an affidavit containing the consent of any parent who is not accompanying a travelling minor (Suggested format is attached as Annexure C);

“Resident” means a foreigner who has permanent or temporary residence status in the Republic in terms of the Immigration Act, 2002;

“Republic” means the Republic of South Africa;

“Travel document” means a passport or travel document issued by the competent authority of the State of which the holder is a citizen;

“Unabridged Birth Certificate” is an extract from the birth register containing the particulars of a minor and his or her parent or parents, as the case may be. In South Africa, such certificates are issued by the Department of Home Affairs in terms of the Births and Deaths Registration Act, 1992 (Act No 51 of 1992). In foreign countries, such certificates are issued by the competent authority concerned.

Abbreviations

Annexure B

DG	Director-General of the Department of Home Affairs
DIRCO	Department of International Relations and Cooperation
IO	Immigration Officer
PCA	Parental Consent Affidavit
POE	Port of Entry
UBC	Unabridged Birth Certificate
UM	Unaccompanied Minor
VIP	Very Important Person

[Insert School Letter Head]

**SUGGESTED FORMAT: CONSENT AFFIDAVIT IN RESPECT OF SCHOOL TOURS
(FOR PERSONS UNDER THE AGE OF 18 TRAVELLING TO OR FROM THE REPUBLIC)**

I* _____, principal of the above school, hereby declare that consent has been granted by the under-mentioned children's parents / legal guardians for _____ (name of teacher / trainer accompanying the school tour**) to act *in loco parentis* whilst accompanying them on their school tour to and from South Africa, as per the itinerary below and that all the consent forms are in my possession:

#	Surname	Name	Passport #
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

(Add more spaces as required)

Itinerary to / from South Africa:***

Departure date 1: _____ from (place) _____ to _____

Departure date 2: _____ from (place) _____ to _____

Residential Address		
Work Address		
Contact No: Work	Mobile	Residence
Signature and date		

* To be completed by principal, certified copy of whose ID or passport must be attached.

** Certified ID or passport copy of teacher or trainer accompanying the school tour must be attached.

*** This document remains valid only for the period stipulated.

Thus signed and ****sworn/solemnly affirmed** before me on this day of
.....20.....



.....
Commissioner of Oaths

(May be attested free of charge at any embassy or mission of the Republic of South Africa)

First name(s):

Surname:

Capacity:

Place:

Contact Number:

Guidelines for Principals:

1. This Consent Form is only for use by primary and secondary schools where the principal is appointed by the South African Department of Basic Education or its equivalent abroad.
2. School tours may be for educational, religious, or recreational purposes.
3. By utilising this affidavit, you as principal are:
 - a. Confirming under oath that each child accompanying the group is currently formally enrolled at the school at which you are the principal; and
 - b. assuming the legal responsibility to ensure that both legal guardians of the child have consented to the child travelling to and from the Republic in accordance with section 18 of the Children's Act, 2005 (Act No 38 of 2005).



home affairs

Annexure C

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

SUGGESTED FORMAT: PARENTAL CONSENT AFFIDAVIT (CONSENT FOR PERSON UNDER THE AGE OF 18 TO TRAVEL TO OR FROM THE REPUBLIC)

I/We* hereby declare my/our consent that my/our daughter/son whose Unabridged Birth Certificate (UBC) or
**Equivalent document is attached may travel to and from South Africa:

STUDENTS
DETAILS

Surname: GILBERT Name: HEATHER Date of birth 01 / 01 / 2000
Identified by Passport no: 123456A is travelling from LONDON, UK to
JOHANNESBURG SA for the period 25th JUNE to 1st JULY 2019 ****
and / or** is a student / ~~employed~~ at [SCHOOL NAME]
situated at (address) [SCHOOL ADDRESS]
Contact number of learning institution/place of care: [SCHOOL TEL NO]

The child is accompanied / ~~will be received in~~ South Africa by (delete appropriately):

Surname, Name	<u>[TEACHERS DETAILS]</u>	
Relationship		
Residential Address		
Work Address		
Contact No: Work	Mobile	Residence

Attach copy of South African ID or if a foreign national attach passport and visa of person receiving the child in SA.

* SINCE ACCOMPANYING TEACHER WILL HAVE PASSPORT AT IMMIGRATION, A COPY IS NOT ALSO REQUIRED

Mother:

Surname, Name		
Residential Address		
Residential Address		
Work Address		
Contact No: Work	Mobile	Residence
Signature and date		

Attach copy of mother's ID or passport.

* MUST BE CERTIFIED

Father:

Surname, Name		
Residential Address		
Work Address		
Contact No: Work	Mobile	Residence
Signature and date		

Attach copy of father's ID or passport.

* MUST BE CERTIFIED

DETAILS OF MOTHER AND FATHER MUST MATCH UNABRIDGED BIRTH CERTIFICATE UNLESS SUPPORTING LEGAL DOCUMENTATION PROVIDED (SEE FAQs).

*** ONLY REQUIRED IF MOTHER AND FATHER DON'T HAVE LEGAL GUARDIANSHIP AND DOCUMENTS PROVING THIS ARE PROVIDED.**

Legal Guardian:

Surname, Name		
Residential Address		
Work Address		
Contact no. Work	Mobile	Residence
Signature		
Date		

Attach legal guardian's appointment letter or court order and ID or passport.

*** NEED TO PRESENT ORIGINAL DOCUMENTS OR CERTIFIED COPIES.**

Copies of the following documents are attached:

- Unabridged Birth Certificate (UBC) or Equivalent Document of child travelling
- ID or Passport and Visa of person receiving child in the Republic
- Court Order (where applicable)
- Death Certificate (of any deceased parent reflected on the UBC or Equivalent Document)
- ID or Passport of parent(s) or legal guardian(s)

*** ORIGINAL OR CERTIFIED COPY**

TICK THOSE APPLICABLE

Thus signed and **sworn/solemnly affirmed before me on this day of20.....

OFFICE STAMP

Commissioner of Oaths

(May be attested free of charge at any embassy or mission of the Republic of South Africa)

First name(s):

Surname:

Capacity:

Place:

Contact Number:

IF POSSIBLE, INCLUDE A STAMP HERE AS SOME AIRLINES HAVE REQUESTED IT.

*Both parents whose details appear on the UBC or Equivalent Document shall consent to the child's travel. Where only one parent's details appear, only such parent's consent is required.

**Delete whichever is not applicable.

***An Equivalent Document is any official document or letter issued by a foreign government (including a foreign embassy) or a letter issued by the Director-General of the Department of Home Affairs in lieu of an unabridged birth certificate and which serves as a confirmation of parentage of a person below the age of 18.

****This document remains valid only for the period stipulated.



home affairs

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

SUGGESTED FORMAT: PARENTAL CONSENT AFFIDAVIT (CONSENT FOR PERSON UNDER THE AGE OF 18 TO TRAVEL TO OR FROM THE REPUBLIC)

I/We* hereby declare my/our consent that my/our daughter/son whose Unabridged Birth Certificate (UBC) or
**Equivalent document is attached may travel to and from South Africa:

Surname: _____ Name: _____ Date of birth _____
Identified by Passport no: _____ is travelling from _____ to _____
_____ for the period _____ to _____ 20_____****
and / or** is a student / cared for at _____
situated at (address) _____
_____. Contact number of learning institution/place of care: _____

The child is accompanied / will be received in South Africa by (delete appropriately):

Surname, Name		
Relationship		
Residential Address		
Work Address		
Contact No: Work	Mobile	Residence

Attach copy of South African ID or if a foreign national attach passport and visa of person receiving the child in SA.

Mother:

Surname, Name		
Residential Address		
Residential Address		
Work Address		
Contact No: Work	Mobile	Residence
Signature and date		

Attach copy of mother's ID or passport.

Father:

Surname, Name		
Residential Address		
Work Address		
Contact No: Work	Mobile	Residence
Signature and date		

Attach copy of father's ID or passport.

Legal Guardian:

Surname, Name		
Residential Address		
Work Address		
Contact no. Work	Mobile	Residence
Signature		
Date		

Attach legal guardian's appointment letter or court order and ID or passport.

Copies of the following documents are attached:

- Unabridged Birth Certificate (UBC) or Equivalent Document of child travelling
- ID or Passport and Visa of person receiving child in the Republic
- Court Order (where applicable)
- Death Certificate (of any deceased parent reflected on the UBC or Equivalent Document)
- ID or Passport of parent(s) or legal guardian(s)

Thus signed and **sworn/solemnly affirmed before me on this day of20.....****

.....
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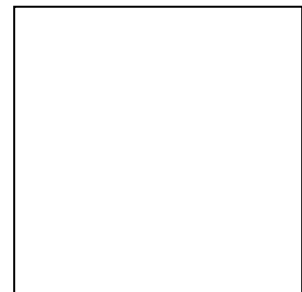
First name(s):

Surname:

Capacity:

Place:

Contact Number:



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