



## **PASSPORT AND VISA SERVICES**

**TEL: 031 564 8222      FAX: 086 756 3166**

**CELL: 083 778 8666 / 083 444 0827**

### **REQUIREMENT:**

**All applications should be submitted at least ten working days before your travel, with all the required documentation listed below:**

1. Current passport valid for at least three months from the date of departure from Cyprus.
2. Visa Application form duly completed and signed by the applicant (parents or legal guardian in case of minors). ([Download the application form](#))
3. One colour photo.
4. Provisional booking/itinerary showing legal port of entry. Air tickets should not be purchased before the visa is issued.
5. Hotel reservation on a letterhead from a hotel to the Republic of Cyprus with the name of the applicant and the confirmation dates of stay.
6. Copies of applicant's bank statements for the past three months.
7. A recent (less than 1 month old) letter from employer on a letterhead addressed to the Cyprus High Commission with proof of the applicant salary/wages. If self employed a letter from the solicitor, the accountant or the bank manager of the applicant.
8. If the applicant is a student, a letter from the school or university addressed to the Cyprus High Commission stating that the applicant is registered at the institution and for the period of registration.

9. If the applicant is a minor an unabridged birth certificate should be submitted and in the case that one of the parents is not traveling with the minor, a certified letter of his/her consent at a police station should be presented with a copy of his/her passport or ID, If parent has sole custody court papers stating this should be presented.
10. If travelling on business or conference, an official letter of invitation on a letterhead with the contact details of the company.
11. Non South African citizens should have a South African residence permit (or relevant visa) valid at least for three months after departure from Cyprus.

**If visiting friend or family (additional visa requirements):**

1. Assumption of responsibility form fully completed, signed by the host and certified by the local municipal authorities or a certifying officer in the Republic of Cyprus. ([Assumption of responsibility form](#))
2. Certified copy of host's passport or ID.
3. Letter of invitation with full addresses and contact details of host.
4. If host is supporting applicant's trip financially, proof of income of host for past three months or bank certificate is necessary.
5. Bank guarantee letter, valid for one month. The bank guarantee letter should be stamped also by the Migration Department in Nicosia (if requested).