



**REPUBLIC OF NAMIBIA**  
**MINISTRY OF HOME AFFAIRS**  
 DEPARTMENT OF CIVIC AFFAIRS  
 IMMIGRATION CONTROL ACT, 1993  
**APPLICATION FOR VISA**  
 (Sections 12 and 13 / Regulation 11)

<p><b>FOR OFFICIAL USE ONLY</b>  <b>Approved / Not Approved</b>  <b>Single / Multiple Entry</b></p> <p>File No: _____</p> <p>Date of Issue: _____</p> <p>Date of Expiry: _____</p> <p>Remarks: _____</p> <p>Signature: _____</p> <p>Date: _____</p>
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- Surname: \_\_\_\_\_
- First Names: \_\_\_\_\_
- Maiden name (if applicant is or was a married woman): \_\_\_\_\_

ITEMS 4 TO 10 TO BE COMPLETED BY INSERTING AN "X" IN THE APPROPRIATE BOX

- Sex: Male  Female
- Marital Status: Never Married  Married  Divorced  Widow/Widower
- Have you at any time applied for a permit to settle permanently in Namibia? Yes  No
- Have you ever been restricted or refused entry to Namibia? Yes  No
- Have you ever been deported or ordered to leave Namibia? Yes  No
- Have you ever been convicted of any crime in any country? Yes  No
- Are you suffering from tuberculosis, or any other contagious lung disease; trachoma, or any other chronic eye infection, frambesia, yaws, scabies or any other contagious bacterial or other skin disease; syphilis or any other venereal disease; or leprosy or acquired immune deficiency syndrome virus (AIDS virus), or any mental illness or affliction? Yes  No
- If the reply to any one of the questions 6 to 19 is in the affirmative, attach full particulars
- Birth: (a) Date: \_\_\_\_\_ (b) Place: \_\_\_\_\_ Country: \_\_\_\_\_
- Citizenship: \_\_\_\_\_ (if acquired by naturalization, state original citizenship)
- Passport: (a) Number \_\_\_\_\_ (b) Place of issue: \_\_\_\_\_  
 (c) Date of issue \_\_\_\_\_ (d) Date of expiry: \_\_\_\_\_  
 (e) Is passport valid for travel to Namibia? Yes  No
- (a) Present residential address: \_\_\_\_\_  
 (b) Telephone number: (Code: \_\_\_\_\_ ) No: \_\_\_\_\_
- Address and period of residence in country of which you are a permanent resident:  
 (a) Residential address: \_\_\_\_\_  
 (b) Telephone number: (Code: \_\_\_\_\_ ) No: \_\_\_\_\_  
 (c) Period: \_\_\_\_\_
- Occupation or profession: \_\_\_\_\_
- Firm, company, university, etc., to which you are attached or which you represent: \_\_\_\_\_  
 (a) Name and address of employer: \_\_\_\_\_  
 (b) Telephone number: (Code: \_\_\_\_\_ ) No: \_\_\_\_\_  
 (c) Nature of business: \_\_\_\_\_  
 (d) If a student, name of university to which you are attached and the course pursued: \_\_\_\_\_
- If accompanied by your wife and children, state:
 

FIRST NAMES			DATE OF BIRTH			PLACE OF BIRTH			
(a)	_____	(a)	_____	(a)	_____	(a)	_____	(a)	_____
(b)	_____	(b)	_____	(b)	_____	(b)	_____	(b)	_____
(c)	_____	(c)	_____	(c)	_____	(c)	_____	(c)	_____
- (a) What amount of money will you have on arrival in Namibia for your own use? N\$ \_\_\_\_\_  
 (b) Will you be in possession of an onward/return ticket? Yes  No

(N.B. Separate applications have to be completed in respect of your spouse or children over the age of 16 years and children travelling with their own passports.)

**NOTE: COMPLETE ONLY PART A OR B**

**(A) HOLIDAY / BUSINESS / WORK / TRANSIT VISA**

1. Intended date and port of arrival in Namibia: \_\_\_\_\_
2. (a) What is the purpose of your visit? \_\_\_\_\_  
(b) If it is for business, explain in detail the nature of business: \_\_\_\_\_  
\_\_\_\_\_
- (c) Duration of intended visit (number of days, weeks or months): \_\_\_\_\_
3. Places to be visited in Namibia (full address, including telephone number must be provided): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. If the purpose of your visit is for medical treatment, please provide the following information:  
(a) Name of doctor, hospital or clinic you will visit: \_\_\_\_\_  
(b) Who will pay your medical expenses and hospital fees: \_\_\_\_\_  
(c) If you are liable for the expenses and fees above, state amount of funds available: \_\_\_\_\_
5. Proposed residential address in Namibia: \_\_\_\_\_ Telephone number: \_\_\_\_\_
6. Name and addresses of relatives in Namibia:

NAME	ADDRESS AND TELEPHONE NUMBER	RELATIONSHIP
(a) _____	_____	_____
(b) _____	_____	_____
7. Date of last visit, if any to Namibia: \_\_\_\_\_
8. Do you contribute professionally or otherwise to publications, radio, television or films? If so, please give details: \_\_\_\_\_  
\_\_\_\_\_
9. (a) Destination after leaving Namibia: \_\_\_\_\_  
(b) Mode of travel to destination: \_\_\_\_\_  
(c) Intended date and port of departure: \_\_\_\_\_  
(d) Is your entry to that destination assured, e.g. do you hold visa or permit for permanent or temporary residence? (Proof to be submitted) \_\_\_\_\_
10. Reasons for travelling through Namibia: \_\_\_\_\_  
\_\_\_\_\_

**(B) RETURN VISA**

**IMPORTANT**

An applicant has to:

- (i) produce his or her passport or travel document; and
- (ii) submit proof of his or her right of residence in Namibia if not endorsed in his or her passport.

1. (a) Kind of Permit and number: \_\_\_\_\_  
(b) Date of departure: \_\_\_\_\_  
(c) Expected date of return: \_\_\_\_\_
2. Particulars of residence in Namibia:

DATE OF FIRST ENTRY	PORT OF ENTRY	PERIODS OF RESIDENCE IN NAMIBIA	
		From	To
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
3. Countries to which you will be travelling:  
(a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_ (d) \_\_\_\_\_
4. Purpose of journey (explain fully): \_\_\_\_\_  
\_\_\_\_\_

I solemnly declare that the above particulars given by me are true in substance and in fact and that I fully understand the meaning thereof.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**(N.B. Only the signature of the applicant will be accepted)**



## **REPUBLIC OF NAMIBIA APPLICATION FOR VISA INSTRUCTIONS AND INFORMATION**

### **IMPORTANT**

(i) Failure to complete the visa application in detail may result in the delay or rejection of a visa.

(ii) A separate application form must be completed by each applicant over the age of 16 years and by each applicant under the age of 16 years who is in possession of his / her own passport.

(iii) Visas granted will be subject to the laws and regulations governing the admission of persons to the Republic of Namibia. A temporary visitor must, inter alia, be in possession of a valid passport which must bear a valid visa, if required, for entry into the Republic of Namibia; be of sound mind and body; have a clear record as far as certain criminal offences are concerned; and must satisfy the Immigration Officer at the port of arrival that he/she has sufficient means to support him/her for a reasonable period after his/her arrival, and for his/her return passage, if he/she is not in possession of a return ticket. The Immigration Officer may require from the temporary visitor to make a cash deposit if he/she cannot comply with any of the above-mentioned requirements.

### **OFFICES AT WHICH VISAS ARE ISSUED**

Diplomatic or consular representatives of the Republic of Namibia abroad. (See overleaf.) The Ministry of Home Affairs, Cohen Building, c/o Independence Avenue and Casino Streets, Windhoek (Postal Address: Private Bag 13200, Windhoek) and in the case of holders of official or diplomatic passport or Laissez Passer, the Ministry of Foreign Affairs, Windhoek.

### **HOW TO OBTAIN VISA**

Applicant's must submit their completed applications to the nearest Namibian diplomatic or consular Representative at least 60 days prior to their proposed date of departure. Applicants in countries where Namibia is not represented may also send their applications directly to the Ministry of Home Affairs, Windhoek. Applications may also be transmitted through the various airlines, shipping companies or travel agencies arranging the applicant's visit to the Republic of Namibia.

If the request for visa is approved, the visa will be stamped in the passport and the passport returned. If the applicant's passport is not available, a loose leaf visa (i.e. a visa not endorsed in a passport) will be issued and forwarded to the applicant or his agent by airmail.

If the date and place of arrival and the flight number are available, the Immigration Officer at the port of arrival in the Republic of Namibia will be advised accordingly, if necessary. In the case of urgency, the Ministry of Home Affairs will be prepared to advise the applicant or the agent who has submitted the application, by telegram, telex or facsimile of the outcome of the visa application.

The visa or other document authorising the applicant's entry into the Republic of Namibia must be produced to the Immigration Officer at the port of arrival in the Republic of Namibia.

### **PHOTOGRAPHS**

An applicant who cannot submit his passport for a visa must attach two passport-type photographs, measuring 37 x 52 mm, to his/her visa application, and in the case where an applicant has to be forwarded by fax a copy of his/her photograph should accompany the application. The reverse side of the photographs must bear the applicant's name and signature.

### **PASSPORT**

A valid passport (valid for at least 6 months longer than the intended stay) must accompany the visa application except in the case of the passport not being available.

### **HEALTH REQUIREMENTS**

(1) Yellow fever - Inoculation is a requirement only if the journey to the Republic of Namibia entails passing through the yellow fever area of Africa by any other means than by a scheduled air service.

The validity of yellow fever certificates begins 10 days after the date of vaccination.

### **PERSONS IN TRANSIT**

Persons in applying for a transit visa must submit proof (if required) that they will be admitted to the country of their destination.

(This page must be retained by the applicant)