



## TRANSIT VISA (Schengen Visa)

A Transit Visa is only required for travellers with certain nationalities. **South African nationals** do not require a Transit Visa if they

travel into a third country outside the Schengen Area **directly** providing they stay in the designated transit areas of the airports in

- Hamburg between 04.30 and 23.30h.
- Düsseldorf between 06.00 und 21.00h.
- Frankfurt and Munich, for 24 hours and leave on a connecting flight.

Please refer to the following information for all other transit travels.

Nationals of other countries are requested to contact this office in order to receive information whether a Transit Visa is required.

Dear Applicant,

thank you very much for your interest in visiting the Federal Republic of Germany on a Transit Visa.

We request that you take advantage of our **Online Appointment Booking System**.

Please visit <http://www.visa-germany.co.za/> or call: **0861 – 00 22 45**.

Please submit your application for a Transit Visa to the representative of the country **through which your transit will take place**. If **no such country of transit** can be ascertained, please contact the representative of the **country of your first entry into the Schengen Area**. If you reside in South Africa (excluding the Northern, Eastern and Western Cape regions) and your main destination is Germany, you have to submit your visa application to the Embassy of the Federal Republic of Germany in Pretoria. **Please note that your residence permit for South Africa has to be valid at least another four months, if you are a non-South African national.**

Applications must be submitted in **person** and **may not be submitted by courier, regular post, fax or e-mail**. Only applicants who can prove to have traveled at least twice to the Schengen States within the past two years, may be exempted from applying in person. A third party may apply on behalf of such applicants.

The visa process is normally finalised within **three to four working days** upon submission of your **complete** visa application. In some cases, however, we might need more time due to the necessary involvement of German and/or Schengen authorities. We, therefore, would appreciate, if you could apply for your visa at least three weeks prior to your intended date of departure.

The fee for a Transit Visa is the **equivalent of € 60.00**. The fee has to be paid in cash and in South African Rands upon application. Please refer to our website [www.pretoria.diplo.de](http://www.pretoria.diplo.de) for the applicable rate or exceptions.

Please note, that we can only accept complete applications. In order to ensure that your application can be processed without delay, **please submit the following documents in original:**

**If the applicant requires an original to be returned, a copy of said document needs to be submitted as well.**

Unfortunately the Embassy can not provide copies.

- |  |             |                          |                          |
|--|-------------|--------------------------|--------------------------|
| • <b>A duly completed Schengen Visa Application form (please ensure that you sign the form).</b>   | Incl./miss. | <input type="checkbox"/> | <input type="checkbox"/> |
| • <b>A valid passport with at least two blank pages &amp; valid for at least three months longer than intended stay (please ensure that your passport is signed).</b>                                    |             | <input type="checkbox"/> | <input type="checkbox"/> |
| • <b>One recent passport photograph according to biometric specifications</b><br>(for further details regarding biometric specifications of photos please refer to the sample tables on our homepage).   |             | <input type="checkbox"/> | <input type="checkbox"/> |
| • <b>Declaration on True and Complete Information in accordance with §55 Residence Act, signed and dated</b>   |             | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Documents validating the applicant's social and economic ties to South Africa:</b>  |             | <input type="checkbox"/> | <input type="checkbox"/> |
| • <b>Employees/Students:</b> Letter by your employer confirming your employment relationship/work contract i.e. proof of study as well as confirmation of leave. <b>or:</b>                              |             |                          |                          |
| • If you are <b>Self-employed</b> please submit official documents confirming your own business<br>(e.g. Copy of the CK1 registration/VAT registration including name and proof of business activities). |             |                          |                          |
| • <b>Proof of Flight reservation – Round Trip.</b>   |             | <input type="checkbox"/> | <input type="checkbox"/> |
| • <b>Copy of the valid visa for the country of final destination (if applicant is required to have a visa for that country).</b>   |             | <input type="checkbox"/> | <input type="checkbox"/> |

Please note that each visa application is reviewed individually. Therefore, the requested documents might vary. The Embassy reserves the right to ask for additional documents. Besides, the submission of the above mentioned documents does not guarantee the issue of a visa. Submission of an incomplete set of documentation or refusal to attend the mandatory visa interview will lead to a refusal of your visa application. Once a visa has been issued, the purpose of the trip may not be altered.

For further information, please visit our website [www.pretoria.diplo.de](http://www.pretoria.diplo.de) or contact us by Email ([visainformation@pret.diplo.de](mailto:visainformation@pret.diplo.de)) or by phone from Tuesday to Thursday, 14h00 to 16h00, or Mondays from 15h00 to 16h00. Tel.: 012 – 427 – 8974.