Nigeria:

So with Nigeria at the moment, there are only 2 options:

* 1: Apply in Pretoria BUT client will need to go in for Biometrics. This is done through OIS. I have attached the form and requirements. Email us ALL the docs, we upload and then schedule an appointment. If client has a previous Nigerian visa done with Biometrics, in the same passport, then they do not have to appear in person and we can submit. With this option clients can either apply for single entry or Multiple max: 3 or 6 months.
* Or 2: We can do a “E-Visa” which means all docs are emailed to us, we upload, make payment and wait for the approval to come through. Once received, the client travels with this and will do Biometrics on arrival.

The Pretoria option: The processing time after submission can take ±1week. The “E-Visa” option, the approval can take ±3-5 days but they issue close to the departure date because they only give limited days.

For the E-Visa option please see below requirements:

* Passport copy
* Form
* Photo
* SA employment letter
* Invite letter
* Copy of the inviting company Certificate of Incorporation (NB: Must be a Certificate of Incorporation and NOT a Certificate of Registration)
* Flight itinerary
* Hotel Booking

REQUIREMENTS FOR OIS IN PRETORIA:

* Valid passport (must be valid for six months) with 6 consecutive clean pages BACK to BACK and next to each other. Plus passport copy
* Fully completed application form.
* 2 recent passport size colour photograph (must have a white background with NO STAPLE MARKS ON THE PHOTO).
* Flight booking or copy of air ticket
* SA ID
* 3 months recent bank statements
* Poof of accommodation
* If the passenger is a foreign passport holder then need the passport with the resident permit in it. If they cannot provide the passport then need a certified copy of the resident permit plus a certified copy of the passport.

**Special requirements for Business**

* Business letter from South African company and must state the nature, purpose and reason. The letter must be addressed to: THE NIGERIAN HIGH COMMISSION, 971 FRANCIS BAARD STREET, ARCADIA, PRETORIA.
* Invitation letter from company in Nigeria and must state the nature, purpose and reason. The letter must be addressed to: THE NIGERIAN HIGH COMMISSION, 971 FRANCIS BAARD STREET, ARCADIA, PRETORIA.
* Copy of the host passport that signed the invite.
* Certificate of incorporation of Company in Nigeria.
* Copy of the inviting company Tax Clearance certificate

**Special requirements for Tourists**

Ø    Proof of hotel booking/accommodation

Ø    Letter of invitation by organisation or photocopy of data page of passport and other proof of identity if invited by a Nigerian. The letter must be addressed to: THE NIGERIAN HIGH COMMISSION, 971 FRANCIS BAARD STREET, ARCADIA,. The host in Nigeria must also put their full names as shown in the passport when sending the letter. No Abbreviations or nicknames.

Ø    Photocopy of data page of passport, photocopy of Entry Visa and CERPAC Card if invited by a Resident Immigrant

Ø    Evidence of Enough funds to sustain stay in Nigeria

Ø    3 months Original recent bank statements stamped by the bank. Must have a minimum of R18,000 in the account.

Ø    South African. Passport holders can only get (Single) entry Visas for Holiday.

Ø    All SA passport holders require copy of ID.

**RESIDENCY / STR VISA APPLICATION**

**Please note that the Visa cost for the STR Visa has increased dramatically. Please call Visas International for the costs**

Ø    4 x fully completed Residency / STR visa application form. Must be typed out and not hand written.

Ø    4 x recent passport size colour photographs (must have a white background with NO STAPLE MARKS ON THE PHOTOS).

Ø    4 x offer of employment.

Ø    4 x acceptance of offer of appointment.

Ø    4 x renewal of expatriate quota position.

Ø    4 x curriculum vitae (CV).

Ø    4 x letter of employment.

Ø    4 x proofs of qualifications (**Originals or certified copies)**

Ø    4 x letters of reference.

Ø    4 x contract

Ø    4 x Certificate of Incorporation of the Company.

Ø    4 x 3 months recent bank statements stamped by the bank. Must have a minimum of R15,000 in the account.

Ø    4 x copy of ID for SA passport holders.

**TEMPORARY WORK PERMIT (TWP)**

**Please note that the Visa cost for the TWP Visa has increased dramatically. Please call Visas International for the costs**

Ø    Fully completed application form.

Ø    Two recent passport size colour photographs (must have a white background with NO STAPLE MARKS ON THE PHOTOS).

Ø    Business letter from South African company and must state the nature, purpose and reason. The letter must be addressed to: THE NIGERIAN HIGH COMMISSION, 971 FRANCIS BAARD STREET, ARCADIA.

1.       Invite letter from company in Nigeria. The letter must be addressed to: THE NIGERIAN HIGH COMMISSION, 971 FRANCIS BAARD STREET, ARCADIA. The host in Nigeria must also put their full names as shown in the passport when sending the letter. No Abbreviations or nicknames.

Ø    Certificate of Incorporation of the company in Nigeria

Ø    Copy of the host company Tax clearance certificate.

Ø    Copy of the host’s passport in Nigeria who signed the invite letter.

Ø    Nigerian Telecommunication telex from Nigeria in Abuja which must be certified a true copy of the original with a stamp from COMPTROLLER-GENERAL OF THE IMMIGRATION OF NIGERIA. (As we make use of the Pretoria Embassy, please can this be directed to Pretoria.

Ø    3 months Original recent bank statements stamped by the bank.

Ø    Copy of ID for SA passport holders.

**ACCOMPANY SPOUSE/JOINING PARENTS/DEPENDANTS**

Ø        Photocopy of  Principle Immigrant’s entry visa

Ø        Photocopy of Principle Immigrant’s Residence (CERPAC) Card

Ø        Photocopies of relevant pages of Applicant’s passport

Ø        Marriage Certificate (Spouse)

Ø        Birth Certificates (For minors below 16 years)

**TRANSIT VISA**

Ø        Valid visa to onward destination outside Nigeria

Ø        Confirmed Airline ticket to final destination

Ø        Evidence of routing – vessel, Air transit or Border Transiting

**Minors**

Ø    Notarised parental consent is required for persons under 18 years of age if they are not travelling with a parent or legal guardian, OR if they are travelling with one parent only.

**Processing Time**

±3-6 working days providing the embassy does not have delays.

Ø    STR visas can have a delay of up to 3 weeks