

POLAND

VISA REQUIREMENTS

Schengen State requirements- As from the beginning of June 2013

Applicants in Gauteng MUST apply in person. Visas International can still load and make an appointment on client's behalf. We can only apply for applicants outside of Gauteng if they have had a previous VIS Schengen visa and must get pre-approval from the embassy by emailing them the following:

- Copy of last VIS Schengen visa
- Where they live
- Details of the trip
- The email must be sent to: lukasz.nowak@msz.gov.pl

Visas International can do the following:

- Collection of Visa Applications and dropping off as Normal
- Checking and preparing the documentation (making sure all the correct requirements are there)
- Making and paying for appointments if applicable (Depending on appointment availability)
- Meeting and assisting the passenger at the Embassy as well as handing over the Correct documentation in order for the passenger to submit
- Collection of the passport once the Embassy has finalised the application

From 15th September 2011 submitting the visa application must be proceeded by electronic registration of the visa application. The application enables registration of the application and printing the visa forms. The printed visa form with a bar code and number on the front page has to be presented at the Embassy of Poland together with all required additional documents.

E-KONSULAT

<http://www.e-konsulat.gov.pl> Go to visas and select "Schengen Register"

All passengers making use of the Visas International Johannesburg and Durban offices to sign “Standard Trading Conditions form” – [click here](#)

All passengers making use of the Visas International Cape Town office to sign “Standard Trading Conditions form” – [click here](#)

GAUTENG

- Valid Passport (must be valid for six months).
- Fully completed [application form](#).
- Two recent passport size colour photographs (must have a white background). NO STAPLE MARKS ON THE PHOTOS. See [photo requirements](#).
- Detailed itinerary.
- South African employment letter.
- Proof of accommodation direct from the hotel.
- Foreign Exchange receipt.
- Insurance and breakdown of insurance must stipulate valid for Poland.
- Official letter of invitation from a private person issued by local authorities (visiting family or friends residing in Poland).
- All passengers travelling via the UK will be required to first obtain a valid British visa.

Special requirements for Tourists

- South African employment letter.

Special requirements for Business

- Letter of invitation from the company in Poland.
- South African business letter.

Minors

- 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.
- Please click on this [link](#) regarding new South African Immigration regulations as stated on the Embassy of the Republic of Poland in Pretoria website regarding minors. More information on www.poland.co.za

Processing Time

- 14 working days.