

How do I apply

FOR MY CHILD'S PASSPORT BY COURIER?

1. CHECK IF YOU ARE ELIGIBLE TO APPLY FOR YOUR CHILD'S PASSPORT BY COURIER

2. COMPLETE THE PC8 FORM ONLINE, PRINT & SIGN IT. PAY ATTENTION TO ELIGIBILITY CRITERIA OF THE GUARANTOR AND WITNESSES. IF YOUR CHILD IS OVER THE AGE OF 10 YEARS, ENSURE THAT THEY HAVE SIGNED THE FORM UNDER SECTION 18

3. SUBMIT CERTIFIED COPIES OF BOTH PARENTS' ID AND A CERTIFIED COPY OF PROOF OF ADDRESS. IF EITHER PARENT'S NAME IS DIFFERENT TO THAT ON THE BIRTH CERTIFICATE, PLEASE INCLUDE CERTIFIED DOCUMENTS TO EXPLAIN (I.E. MARRIAGE CERTIFICATE

4. GET TWO IDENTICAL PASSPORT PHOTOS AS PER OUR GUIDELINES, HAVE YOUR GUARANTOR ENDORSE THE BACK OF ONE OF THE PHOTOS. YOU DO NOT NEED TO MAIL THE PREVIOUS PASSPORT, NOR CERTIFIED COPIES OF THEIR BIRTH & CITIZENSHIP CERTIFICATE IF THEY WERE SUBMITTED PREVIOUSLY.

5. COMPLETE THE CREDIT CARD AUTHORISATION FORM WHICH IS AVAILABLE ON OUR WEBSITE

6. SEND THE FORM, PAYMENT AUTHORISATION FORM & PHOTOS TO THE HIGH COMMISSION'S PASSPORT SECTION VIA COURIER - **NOT REGISTERED POST** TO 292 ORIENT STREET, ARCADIA 0086

7. RECEIVE A RECEIPT FOR YOUR PAYMENT BY EMAIL

8. YOUR CHILD'S PASSPORT WILL NOW BE PROCESSED (CURRENT PROCESSING TIME IS 6-10 WEEKS)

9. YOU WILL BE INFORMED VIA EMAIL ONCE YOUR CHILD'S PASSPORT IS READY FOR COLLECTION FROM THE HIGH COMMISSION IN PRETORIA

10. YOU NEED TO ARRANGE FOR COLLECTION OF YOUR PASSPORT FOLLOWING THE INSTRUCTIONS PROVIDED IN THE NOTIFICATION EMAIL