NIGERIA

Visas are required by ALL passport holders

When submitting your Nigeria Visa Application to Visa Express to submit on your behalf, please supply the following documentation. EVERY SINGLE DOCUMENT MUST BE SUBMITTED IN COLOUR.

A) BUSINESS VISAS:-
• Valid passport with a minimum of 6 blank pages
• Clear copy of South African Identity Document
• 1 Application form filled in correctly and signed by applicant.
• 2 colour passport size photos
• Letter of invitation from company in Nigeria addressed to The Consulate General of Nigeria, 16 Rivonia Road, Illovo, Johannesburg PLUS a copy of the Certificate of Incorporation of the company in Nigeria PLUS a copy of the Nigerian PASSPORT of the person signing the letter. The passport must be valid, not expired. Invitation letter must have full address and telephone numbers of the company in Nigeria and should state that the purpose of visit is for business meetings. Fax copies are accepted. (NB: A copy of this letter of invite must be carried by the traveller when entering Nigeria.)
• Photocopy of airticket or copy of itinerary from travel agent.
• Applicant requiring a business visa must also produce a letter from the company for which they are working IN SOUTH AFRICA confirming employment and should state that the purpose of visit is business meetings.
Both the Letter of Invitation and Letter of Employment MUST be addressed to The Consulate General of Nigeria, 16 Rivonia Road, Illovo, Johannesburg.
• Latest 3 months bank statements (not internet downloads) which must be stamped by the bank, printed in English and have a minimum available balance of R30000 or the invitation letter must state that the inviting company will take full financial and immigration responsibility for the applicant. If this is the case, then a minimum balance of R10000 available in the bank account will be sufficient. NO BANK LETTERS ACCEPTED. Stamped company bank statements also accepted.

B) TEMPORARY WORK PERMIT (TWP):-
• Valid passport with a minimum of 6 blank pages
• Clear copy of South African Identity Document
• 1 Application form filled in correctly and signed by applicant.
• 2 colour passport size photos
• Letter of invitation from company in Nigeria addressed to The Consulate General of Nigeria, 16 Rivonia Road, Illovo, Johannesburg PLUS a copy of the Certificate of Incorporation of the company in Nigeria PLUS a copy of the Nigerian PASSPORT of the person signing the letter. The passport must be valid, not expired. Invitation letter must have full address and telephone numbers of the company in Nigeria. Fax copies are accepted. (NB: A copy of this letter of
invite must be carried by the traveller when entering Nigeria.) Fax copies are accepted.

- Photocopy of air ticket or copy of itinerary from travel agent.
- Applicant requiring a business visa must also produce a letter from the company for which they are working confirming employment.
- Cablegram issued by the Nigerian authorities.

Both the Letter of Invitation and Letter of Employment MUST be addressed to The Consulate General of Nigeria, 16 Rivonia Road, Illovo, Johannesburg.

- Latest 3 months bank statements (not internet downloads) which must be stamped by the bank, printed in English and have the Rand equivalent of $1850 for single entry tourist visa or $2850 for business and TWP visa. (Minimum R10000 and show everyday transactions.) NO BANK LETTERS ACCEPTED. Stamped company bank statements also accepted.

C) TOURIST VISAS:

- Valid passport with a minimum of 6 blank pages
- Clear copy of South African Identity Document
- 1 Application form filled in correctly and signed by applicant (form can be downloaded off the web)
- 2 colour passport size photos.
- Photocopy of air ticket or copy of itinerary from travel agent.
- Invitation letter from Nigeria addressed to The Consulate General of Nigeria, 16 Rivonia Road, Illovo, Johannesburg with copy of host’s Nigerian Passport (Letter must be addressed to Nigerian Consulate-General. Invitation letter must have full address and telephone numbers of the person in Nigeria. The passport must be valid, not expired.
- Evidence of hotel booking/accommodation
- Letter from employer in SA, also to be addressed to The Consulate General of Nigeria, 16 Rivonia Road, Illovo, Johannesburg.
- Latest 3 months bank statements (not internet downloads) which must be stamped by the bank, printed in English and have a minimum available balance of R30000 or the invitation letter must state that the inviting company will take full financial and immigration responsibility for the applicant. If this is the case, then a minimum balance of R10000 available in the bank account will be sufficient. NO BANK LETTERS ACCEPTED. Stamped company bank statements also accepted.

- Re-entry visa will be issued on presentation of a copy of a residence or work permit.

PROCESSING TIME: 8 to 10 working days

PLEASE CALL OUR OFFICE FOR A DETAILED QUOTATION.

STANDARD TERMS & CONDITIONS

GENERAL

Visa Express is a company trading under the name of Visa Express CC with registration number CK2003/70776/23. Visa Express CC is a visa courier company and act as a disclosed agent for third party suppliers, such as, but not limited to Consulates and Embassies based in South Africa. The supplier is solely responsible for the issuing of any and all visas. Visa Express only assist in the Visa Application. Therefore the contract for the visa is between the customer and the embassy. The Consulates and Embassies have their own terms and conditions and can be obtained on request from the Embassy/Consulate concerned. As agent, Visa Express CC, has no contractual liability to the customer in respect of the visa being issued.

1. Consulates/Embassies have a guideline of the number of days in which visas are issued but that it does not guarantee that the visa will be issued in that time.
2. Visa Express CC advises that there may be delays on visas being issued which are beyond Visa Express CC's control.
3. Visa Express CC cannot be held liable if the relevant Embassy Consulate or Government Institution does not issue a visa before intended departure date.
4. Any costs incurred due to date changes on tickets, accommodation, car hire etc. in respect of the travel bookings made, cannot be claimed from Visa Express CC.
5. Visa Express CC does not accept responsibility for any consequences whatsoever due to the applicant failing to ensure that they comply with the necessary health, passport and visa requirements.
6. The applicant is responsible for providing the applicable Embassy, Consulate or Government Institution with all documents in order to process the visa application.
7. The responsibility to obtain correct, current and valid passports, visas, vaccinations, inoculations and re-entry permits where required, is that of the applicant.
8. Visa Express CC shall not be liable for any direct and/or consequential damages or losses, which may occur due to no visa or inadequate travel documentation.
9. The applicant indemnifies and holds harmless Visa Express CC against all suits, actions, claims, judgements, direct and/or consequential damages or losses or other liabilities, and all costs and expenses which may arise from the services or the omission of supplying the services by any third party supplier or the unsuccessful or late Visa Application.
10. Visa Express CC advises that in some cases the relevant Embassy, Consulate or Government Institution will only release the visa 24 (twenty four) hours prior to departure or even on the day of departure.
11. Service fees and Visa fees are non-refundable.
12. VISA EXPRESS CC will not be held responsible for any visa fee increases or changes to fees made by the Embassies at time of submission. These additional charges will be borne by the applicant.

While every effort is made to provide accurate information, visa and passport requirements are constantly changing and there may be a delay before we are advised of such changes. We are therefore unable to guarantee complete accuracy at all times. Processing times and charges given are solely for guidance purposes and cannot be guaranteed.