

REPUBLIC OF NAMIBIA

Ministry of Foreign Affairs, Information and Broadcasting

Private Bag 13344, Government Offices, Windhoek
Tel: 264-61-2839111, Fax: 264-61-230170

Passport
photograph

Application for Media Accreditation

SECTION 1: To be completed by all applicants. Provide two passport photographs together with your application

1. Surname.....Maiden name.....
2. First names.....
3. Date of birth.....Place of birth.....
4. Nationality.....ID/Passport no.....
5. Sex.....Marital status.....
6. Employer (if not freelance).....
7. Business address.....
.....
Tel.....Fax.....
E-mail@.....
8. Residential address.....
Tel home.....Postal address.....
9. In which capacity are you employed (bureau chief, political correspondent, sports writer, photographer, sound/camera)?
.....
.....
10. Do you freelance and if so, for which media? (state name of media and provide address of head office).....
.....
.....
11. Do you act as a stringer and if so, for which media? (state name of media and provide address of head office).....
.....
.....
12. Purpose of visit to Namibia and intended length of stay.....
.....
.....

To be completed by all media representatives who are not citizens of the Republic of Namibia:

Details of visa Number.....

Date of issue.....Issued at.....

Date of expiry.....

Details of residence/work permit Number.....

Date of issue.....Expiry date.....

All applicants:

I hereby apply for accreditation with the Ministry of Foreign Affairs, Information and Broadcasting and attach two passport photographs.

.....
SIGNATURE OF APPLICANT

.....
DATE

SECTION 2: DECLARATION BY EDITOR-IN-CHIEF, PUBLISHER OR HEAD OF DEPARTMENT

I.....have known the applicant

foryears/months as employed by.....

in the capacity of.....

Date.....Signature.....

Title/official capacity.....

Postal address.....

.....Tel.....Fax.....

IMPORTANT INFORMATION FOR FOREIGN JOURNALISTS ON WORKING VISITS TO NAMIBIA

1. Foreign journalists on working visits to Namibia need temporary work permits issued by the Ministry of Home Affairs. The Division Media Liaison can assist in obtaining temporary work permits.
2. The processing of a temporary work permit costs N\$230 per person. Please transfer the required amount into the bank account of the Ministry of Home Affairs at Bank of Namibia, Account number 90401549, Branch number 980172.
3. The application form for a temporary work permit is attached. Please complete the form and return it together with proof of payment, completed accreditation form and a copy of your passport to Division Media Liaison, fax 264 x 61 x 230170.
4. If you carry equipment, provide a list of equipment with serial numbers and obtain an ATA Carnet before departure from your country of residence.
5. A copy of the temporary work permit will be faxed to you before departure from your country of residence.
6. Kindly note that nationals from certain countries need visas to travel to Namibia. Visas can be obtained from any Namibian mission abroad.
7. Please submit all forms as soon as possible. At least five (5) working days are required to process temporary work permits.
8. Direct any queries to Nicolene at telephone 264-61-2832077 or Gloria at telephone 264-61-2832079.



REPUBLIC OF NAMIBIA
MINISTRY OF HOME AFFAIRS
 DEPARTMENT OF CIVIC AFFAIRS
 IMMIGRATION CONTROL ACT, 1993
APPLICATION FOR VISA
 (Sections 12 and 13 / Regulation 11)

FOR OFFICIAL USE ONLY Approved / Not Approved Single / Multiple Entry
File No: _____
Date of Issue: _____
Date of Expiry: _____
Remarks: _____ _____ _____
Signature: _____
Date: _____

- Surname: _____
- First Names: _____
- Maiden name (if applicant is or was a married woman): _____

ITEMS 4 TO 10 TO BE COMPLETED BY INSERTING AN "X" IN THE APPROPRIATE BOX

- Sex: Male Female
- Marital Status: Never Married Married Divorced Widow/Widower
- Have you at any time applied for a permit to settle permanently in Namibia? Yes No
- Have you ever been restricted or refused entry to Namibia? Yes No
- Have you ever been deported or ordered to leave Namibia? Yes No
- Have you ever been convicted of any crime in any country? Yes No
- Are you suffering from tuberculosis, or any other contagious lung disease; trachoma, or any other chronic eye infection, frambesia, yaws, scabies or any other contagious bacterial or other skin disease; syphilis or any other venereal disease; or leprosy or acquired immune deficiency syndrome virus (AIDS virus), or any mental illness or affliction? Yes No
- If the reply to any one of the questions 6 to 19 is in the affirmative, attach full particulars
- Birth: (a) Date: _____ (b) Place: _____ Country: _____
- Citizenship: _____ (if acquired by naturalization, state original citizenship)
- Passport: (a) Number _____ (b) Place of issue: _____
 (c) Date of issue _____ (d) Date of expiry: _____
 (e) Is passport valid for travel to Namibia? Yes No
- (a) Present residential address: _____

 (b) Telephone number: (Code: _____) No: _____
- Address and period of residence in country of which you are a permanent resident:
 (a) Residential address: _____

 (b) Telephone number: (Code: _____) No: _____
 (c) Period: _____
- Occupation or profession: _____
- Firm, company, university, etc., to which you are attached or which you represent: _____
 (a) Name and address of employer: _____
 (b) Telephone number: (Code: _____) No: _____
 (c) Nature of business: _____
 (d) If a student, name of university to which you are attached and the course pursued: _____
- If accompanied by your wife and children, state:

FIRST NAMES			DATE OF BIRTH			PLACE OF BIRTH		
(a) _____	(a) _____	(a) _____	(a) _____	(a) _____	(a) _____	(a) _____	(a) _____	(a) _____
(b) _____	(b) _____	(b) _____	(b) _____	(b) _____	(b) _____	(b) _____	(b) _____	(b) _____
(c) _____	(c) _____	(c) _____	(c) _____	(c) _____	(c) _____	(c) _____	(c) _____	(c) _____
- (a) What amount of money will you have on arrival in Namibia for your own use? N\$ _____
 (b) Will you be in possession of an onward/return ticket? Yes No

(N.B. Separate applications have to be completed in respect of your spouse or children over the age of 16 years and children travelling with their own passports.)

NOTE: COMPLETE ONLY PART A OR B

(A) HOLIDAY / BUSINESS / WORK / TRANSIT VISA

1. Intended date and port of arrival in Namibia: _____
2. (a) What is the purpose of your visit? _____
(b) If it is for business, explain in detail the nature of business: _____

- (c) Duration of intended visit (number of days, weeks or months): _____
3. Places to be visited in Namibia (full address, including telephone number must be provided): _____

4. If the purpose of your visit is for medical treatment, please provide the following information:
(a) Name of doctor, hospital or clinic you will visit: _____
(b) Who will pay your medical expenses and hospital fees: _____
(c) If you are liable for the expenses and fees above, state amount of funds available: _____
5. Proposed residential address in Namibia: _____ Telephone number: _____
6. Name and addresses of relatives in Namibia:

NAME	ADDRESS AND TELEPHONE NUMBER	RELATIONSHIP
(a) _____	_____	_____
(b) _____	_____	_____
7. Date of last visit, if any to Namibia: _____
8. Do you contribute professionally or otherwise to publications, radio, television or films? If so, please give details: _____

9. (a) Destination after leaving Namibia: _____
(b) Mode of travel to destination: _____
(c) Intended date and port of departure: _____
(d) Is your entry to that destination assured, e.g. do you hold visa or permit for permanent or temporary residence? (Proof to be submitted) _____
10. Reasons for travelling through Namibia: _____

(B) RETURN VISA

IMPORTANT

An applicant has to:

- (i) produce his or her passport or travel document; and
- (ii) submit proof of his or her right of residence in Namibia if not endorsed in his or her passport.

1. (a) Kind of Permit and number: _____
(b) Date of departure: _____
(c) Expected date of return: _____
2. Particulars of residence in Namibia:

DATE OF FIRST ENTRY	PORT OF ENTRY	PERIODS OF RESIDENCE IN NAMIBIA	
		From	To
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
3. Countries to which you will be travelling:
(a) _____ (b) _____ (c) _____ (d) _____
4. Purpose of journey (explain fully): _____

I solemnly declare that the above particulars given by me are true in substance and in fact and that I fully understand the meaning thereof.

Date: _____ Signature: _____

(N.B. Only the signature of the applicant will be accepted)