

SWAZILAND



GOVERNMENT

## APPLICATION FOR or RENEWAL OF AN ENTRY PERMIT

TO: THE CHIEF IMMIGRATION OFFICER  
P.O. BOX 372  
MBABANE,  
SWAZILAND

## For OFFICIAL USE:

Permit Class.....Issued for .....Year/Months Security

Signature.....Date: .....

NOTE: All Applicants must complete the Personal Particulars section below.

Part I should be completed for classes A to C (inclusive)

Part II should be completed for classes D to J (inclusive)

(See explanation of classes on page 4)

## PERSONAL PARTICULARS OF THE PERSON REQUIRING AN ENTRY PERMIT

1. FULL NAME MR/MRS/MISS.....(Surname)

.....(Forenames)

2. PRESENT ADDRESS:.....

3. PLACE OF BIRTH:.....DATE OF BIRTH.....

4. NATIONALITY:.....PASSPORT NUMBER:.....

DATE AND PLACE OF ISSUE OF PASSPORT.....

EXPIRY DATE OF PASSPORT.....

5. FULL NAME OF WIFE:.....

6. PARTICULARS OF CHILDREN. FULL NAMES, SEX, DATE AND PLACE OF BIRTH

(a) .....

(b) .....

(c) .....

(d) .....

(e) .....

7. HAS THE PERSON REQUIRING AN ENTRY EVER BEEN:

(a) convicted of any crime carrying a sentence of imprisonment? If so, give details

.....

.....

(b) restricted from entry or deported from any country? if so, give details:

.....

.....

## PART I

To be completed in respect of entry permits classes A to C inclusive) - see explanatory notes on page 4.

I/WE (NAME OF EMPLOYER) .....

of (postal address) .....being engaged in

(state profession or business) .....

wish to employ the applicant

8. PLACE OF EMPLOYMENT (Give full details).....  
.....
9. JOB DESCRIPTION .....JOB CATEGORY.....
10. JOB DESCRIPTION.....  
.....  
.....
11. EMPLOYEES QUALIFICATIONS (Give full details and attached copies of certificate, etc.)
- (a) General Education:.....  
.....
- (b) Technical or Professional:.....  
.....
- (c) Other:.....  
.....
- (d) Previous working experience (in full):

NAME OF EMPLOYER	NATURE OF EMPLOYMENT	PERIOD EMPLOYED
(a).....	.....	.....
(b).....	.....	.....
(c).....	.....	.....
(d).....	.....	.....
(e).....	.....	.....

*(if more space required give details on a separate sheet)*

12. PERIOD OF EMPLOYMENT OFFERED:.....
13. ANNUAL SALARY OFFERED: .....
14. VALUE OF ACCOMMODATION PROVIDED:.....
15. ANY OTHER EMOLUMENTS OFFERED:.....
- (a) Bonus..... (b) Paid leave:.....
- (c) Free Medical treatment..... (d) Free passage:.....
- (e) Assisted School Fees..... (f) any other emoluments:.....
16. (A) WHAT STEPS HAVE YOU TAKEN TO EMPLOY A SWAZI CITIZEN FOR THIS VACANCY? (Give full details)
- .....  
.....  
.....

(B) IF YOU HAVE A SWAZI CITIZEN TRAINING FOR THIS POST, PLEASE INDICATE THE FOLLOWING:

- (a) Name:.....
- (b) Date training began:.....
- (c) Date training will end:.....

OR

(C) IF YOU DO NOT HAVE A SWAZI CITIZEN TRAINING FOR THIS POST, FILL IN BELOW:-:

- (a) Minimum requirements for trainee:.....  
.....
- (b) Steps taken to engage a trainee:.....  
.....

17. This post is newly created / was previously occupied by a non-citizen / was previously occupied by a citizen.  
(delete non-applicable)
18. If this application is approved, will the proposed employee be instrumental in training Swazi Citizens; if so, give details

I hereby certify that the foregoing particulars are correct in every detail.

Date: .....

Signature:.....

Designation:.....

#### EXPLANATORY NOTES

*It is Government's policy that the economy of Swaziland should be manned by trained and competent citizens. Entry permits are issued to non-citizen with skills not available at present on the Swaziland Labour Market, only on the understanding that effective training programmes are undertaken to produce trained citizens within a specified time.*

**Item (9) -** Insert the designation by which the job is known within the firm.

**Item (10) - Job Description.** Describe what the individual holding this post is required to do. What staff does he/she supervise directly and what supervision do they receive? Estimate value of materials, equipment or money for which he is responsible.

**Item (11) -** State the educational, technical or professional qualifications of the applicant and his/her previous experience.

#### PART 11

To be completed in respect of entry permits classes D to J inclusive) - see explanatory notes on page 4.

I HEREBY APPLY FOR ANY ENTRY UNDER CLASS:.....

19. PROPOSED PLACE OF RESIDENCE / BUSINESS:.....

20. DETAILS OF PROFESSION, TRADE, BUSINESS OR MANUFACTURE in which you wish to engage and estimated number of persons to be employed.....

21. QUALIFICATIONS TO SUPPORT APPLICATION:.....

22. PREVIOUS EXPERIENCE.....

23. DETAILS OF CAPITAL AND INCOME. Availability of sources of income and present locality of capital.....



24. DETAILS OF ANY LICENCE AND/OR REGISTRATION required to qualify for the class of entry permit for which you have applied and proof that you have obtained or will be able to obtain such licence and/or registration:- .....

I hereby certify the foregoing particulars are correct in every detail.

Date:.....

Signature: .....

Undertaking to be given in respect of applicants for permits under classes D to J.

I.....  
hereby undertake, if I am issued with an entry permit, not to engage in any kind of employment whether paid or unpaid without prior written authority of the chief Immigration Officer.

Date:.....

Signature:.....

## CLASSES OF ENTRY PERMITS

- Class A: A person who is offered specific employment by a specific employer, who is qualified to undertake that employment, and whose engagement in that employment will be of benefit to Swaziland.
- Class B: A person, being a holder of a **dependant's pass**, who is offered specific employment by a specific employer, whose engagement in that employment will be of benefit to Swaziland.
- Class C: A person who is a member of a **missionary Society** approved by the Government of Swaziland and whose presence in Swaziland will be of benefit to Swaziland.
- Class D: A person who intends to engage whether alone or in partnership in the business of agriculture or animal husbandry in Swaziland, and who:-
- (a) has acquired or has received all permission that may be necessary in order to acquire an interest in land of sufficient size and suitability of the purpose and
  - (b) has in his own right and at his full and free disposition capital and other resources for the purpose, and whose engagement in that business will be of benefit to Swaziland.
- Class E: A person who intends to engage, whether alone or in partnership, in **prospecting for minerals** or mining in Swaziland, and who:-
- (a) has obtained, or is assured of obtaining, any prospecting or mining right or licence that may be necessary for the purpose; and
  - (b) has in his own right and at his full and free disposition sufficient capital and other resources for the purpose and whose engagement in that prospecting or mining will be of benefit to Swaziland.
- A person who intends to engage, whether alone or in partnership in a specific **trade, business, or profession** (other than a prescribed profession in Swaziland and who:-
- Class F:
- (a) has obtained, or is assured of obtaining, any licence, registration or other authority or permission that may be necessary for the purpose; and
  - (b) has in his own right and at full and free disposition sufficient capital and other resources for the purpose, and whose engagement in that trade business or profession will be to the benefit of Swaziland.
- Class G: A person who intends to engage, whether alone or in partnership, in a specific manufacture in Swaziland and:-
- (a) has obtained, or is assured of obtaining, any licence, registration or other authority or permission that may be necessary for the purpose; and
  - (b) has in his own right and at full and free disposition sufficient capital and other resources for the purpose, and whose engagement in that manufacture will be of benefit to Swaziland.
- Class H: A member of a prescribed profession who intends to practice that profession, whether alone or in partnership, in Swaziland and who:-
- (a) possesses the prescribed qualifications; and
  - (b) has in his own right and at full and free disposition sufficient capital and other resources for the purpose, and whose
- Class I: A person who:
- (a) is not less than twenty-one years of age; and
  - (b) has in his own right and at full and free disposition and an assured annual income of not less than the prescribed, being an income that is assured, and that is described from sources other than any such employment, occupation, trade, business or profession as is referred to in the description of any of the classes specified in this Schedule, and being an income that either:-
- (i) is derived from sources outside, and will be remitted to Swaziland; or
  - (ii) is derived from property situated or pension or annuity payable from sources in Swaziland; or
  - (iii) will derived from a sufficient investment capital to produce such assured income that will be brought into and invested in Swaziland; and
- (c) undertakes not to accept paid employment of any kind should be granted an entry permit of this class, and whose presence in Swaziland will be of benefit to Swaziland.
- Class J: A person who:
- (a) is not in employment, whether paid or unpaid, and who under the repealed Acts was issued with a Residence permit, or who would, on application, have been entitled to the issue, of such permit; or
  - (b) has been a resident of Swaziland for a continuous period of ten years; and:-
- (i) has Konataed according to Swazi Laws and Customs; and
  - (ii) proves, to the satisfaction of the Chief Immigration Officer that he has applied for and has not been refused full Swazi Citizen status.