



TRAVELLER CARD



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1 SUMMARY

- a) This guide describes the completion of the Traveller Card (TC-01).
- b) The Traveller Card (TC-01) which is to be completed by travellers prior to their arrival or at the port of entry / exit.
- c) This form is used only if the South African Traveller Management System (SATMS) is unavailable. Otherwise, use the SATMS online declaration.

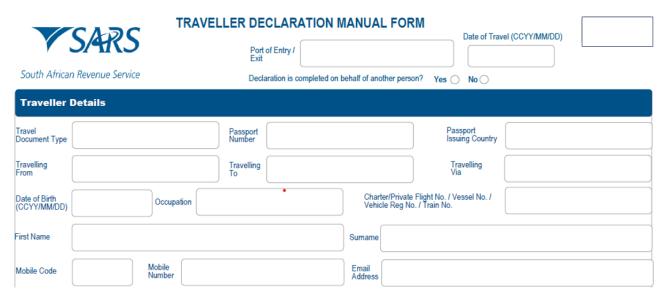
2 TRAVELLER CARD REQUIREMENTS

- a) Declare all goods and currency as required. Failure to declare or providing false information can result in penalties or seizure of goods.
- b) The Traveller Card must be completed with a black / blue pen in English using capital letters.
- c) Parents or guardians must assist minors to complete TC-01 form.
- d) Each traveller (or legal guardian in the case of minors) must sign the Traveller Card that he / she has completed.
- e) Have your passport, travel documents, and any permits or supporting documents available for inspection.
- f) If you are unsure about any field or what to declare, ask a Customs Officer for assistance.

3 COMPLETION OF THE TRAVELLER CARD (TC-01)

- a) Traveller Details. The traveller enters:
 - i) 'Port of Entry / Exit' the name of the border post, airport, or seaport where you will enter or leave South Africa.
 - ii) 'Date of Travel' the date you will be travelling.
 - iii) 'Declaration is completed on behalf of another person?' (Yes / No). Tick:
 - A) 'Yes' if you are filling out this form for someone else (such as a child or dependent),
 - B) 'No' if not.
 - iv) 'Travel Document Type' specify the type of travel document (e.g., passport, ID).
 - v) 'Passport Number'.
 - vi) 'Passport Issuing Country' the country that issued it.
 - vii) 'Travelling From' your country of departure.
 - viii) 'Travelling To' your destination.
 - ix) 'Travelling Via' any countries you will transit through.
 - x) 'Date of Birth' your date of birth in the same format shown on the form.
 - xi) 'Occupation' the current profession or job title.
 - xii) 'Charter / Private Flight No. / Vessel No. / Vehicle Registration No. / Train No' If traveling by private means, fill in the relevant number (e.g., flight, vessel, vehicle, or train).
 - xiii) 'First Name' as it appears on the passport or travel document
 - xiv) 'Surname' as it appears in the traveller's passport or travel document.
 - xv) 'Mobile Code' country code
 - xvi) 'Mobile Number'.
 - xvii) 'Email Address'.

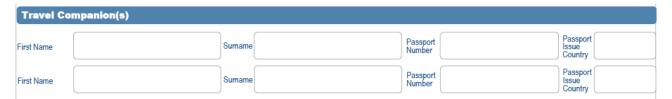




- b) South African Physical Address Details. The traveller provides the address where they will be staying in South Africa:
 - i) 'Unit number'.
 - ii) 'Complex name' (if applicable).
 - iii) 'Street number'.
 - iv) 'Street or Farm Name'.
 - v) 'Postal Code'.
 - vi) 'Country Code'.
 - vii) 'Suburb/District'.
 - viii) 'City/Town'.



- c) Travel Companion(s). The traveller enters:
 - i) 'First Name'.
 - ii) 'Surname'.
 - iii) 'Passport Number'.
 - iv) 'Passport Issue Country'.



- d) Reason of Visit. The traveller ticks the box that best describes their reason for travel:
 - i) 'Resident'
 - ii) 'Immigrant'
 - iii) 'Study'
 - iv) 'Business'



- v) 'Transit'
- vi) 'Holiday'
- vii) 'Diplomat'
- viii) 'Employment'
- ix) 'Crew'
- x) 'Other (Specify)'.

Reason For Travel													
Leisure		Resident		Immigrant		Study		Business		Transit		Holiday	
Diplomat		Employment		Crew		Other							
Other (Specify)													

- e) Goods for Declaration. The traveller ticks the box from the options provided:
 - i) 'Any prohibited or restricted goods' declare if you are carrying items that are not allowed or require special permits (e.g., firearms, certain medicines, plants, or animal products).
 - ii) 'Any goods in excess of Duty-Free Allowances (DFA)' if the traveller has more than the allowed duty-free limits (see below), declare these goods.
 - iii) 'Foreign or ZAR Currency exceeding limits' If you are carrying more than R25,000 (or equivalent in foreign currency), you must declare it.
 - iv) 'Goods for Temporary Importation / Exportation' declare items the traveller is bringing in or taking out temporarily (e.g., equipment for a short-term project).
 - v) 'Declare currency / BNI for own / on behalf of another person / on behalf of a Company/Organisation' indicate if you are declaring currency for yourself, someone else, or a company.
 - vi) 'Goods for Remodelling / Repairs' declare items being imported/exported for repair or modification.
 - vii) 'Any samples in your possession' declare commercial or trade samples.
 - viii) 'Goods for Imports / Exports' Declare goods you are bringing into or taking out of South Africa.
 - ix) 'Re-Importation / Re-Exportation' Declare goods temporarily taken out of or brought into South Africa that you now wish to return or remove again.
 - x) Any goods intended for trade If you are bringing goods for sale or trade, declare them.
 - xi) Type of Trade: Informal Trade / Commercial Trade Specify whether your trade is informal (small-scale) or commercial (business).
 - xii) Details of Currency/BNI State the type and amount of currency or bearer negotiable instruments (BNI), and any relevant comments.

Revision: 1

Goods For Declaration									
Any prohibited or restricted goods	Any goods in excess of Duty Free Allowances (DFA)		Foreign or ZAR Currency exceeding limits		Any samples in your possession				
Goods for Imports / Exports	Goods for Re-Importation / Re-Exportation		Declare currency/BNI for own		Declare currency/BNI on behalf of another person				
Goods for Remodelling / Repairs	Goods for Temporary Importation / Exportation		Declare currency/BNI on behalf of a Company/Organisation		Any goods intended for trade				
Type of Trade: Commercial Trade	e Informal Trade								

- f) Details of Goods: The traveller enters:
 - i) 'Description of Goods' describe each item.
 - ii) 'Type / Model'.
 - iii) 'Quantity'.
 - iv) 'Comments'.

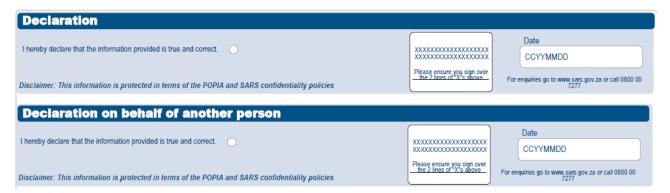




- g) Details of Currency / BNI. The traveller enters the:
 - i) 'Type of Currency / Bearer Negotiable Instruments (BNI).
 - ii) 'Amount'.
 - iii) 'Remarks / Comments' any relevant comments.



- h) Declaration and Declaration on behalf of another person. The traveller must enter the:
 - i) 'Date' the date the traveller is completing the form.
 - ii) Signature sign the form to confirm that all information provided is true and correct.



4 DEFINITIONS AND ACRONYMS

Link for centralised definitions, acronyms, and abbreviations: <u>Glossary A-M | South African Revenue Service (sars.gov.za)</u>

5 DISCLAIMER

The information contained in this guide is intended as guidance only and is not considered to be a legal reference, nor is it a binding ruling. The information does not take the place of legislation and readers who are in doubt regarding any aspect of the information displayed in the guide should refer to the relevant legislation or seek a formal opinion from a suitably qualified individual.

For more information about the contents of this publication you may:

- Visit the SARS website at www.sars.gov.za;
- Make a booking to visit the nearest SARS branch;



- Contact your own tax advisor / tax practitioner;
- If calling from within South Africa, contact the SARS Contact Centre on 0800 00 SARS (7277); or
- If calling from outside South Africa, contact the SARS Contact Centre on +27 11 602 2093 (only between 8am and 4pm South African time).