

Effective Date: 09 December 2025



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'.**

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 South African Revenue Service

TRAVELLER DECLARATION MANUAL FORM

Port of Entry / Exit

Date of Travel (CCYY/MM/DD)

Declaration is completed on behalf of another person? Yes ☐ No ☐

| Traveller Details | | | | | |
|----------------------------|--|--|--|--|--|
| Travel Document Type | <input style="width: 90%;" type="text"/> | Passport Number | <input style="width: 90%;" type="text"/> | Passport Issuing Country | <input style="width: 90%;" type="text"/> |
| Travelling From | <input style="width: 90%;" type="text"/> | Travelling To | <input style="width: 90%;" type="text"/> | Travelling Via | <input style="width: 90%;" type="text"/> |
| Date of Birth (CCYY/MM/DD) | <input style="width: 90%;" type="text"/> | Occupation | <input style="width: 90%;" type="text"/> | | |
| | | Charter/Private Flight No. / Vessel No. / Vehicle Reg No. / Train No. <input style="width: 90%;" type="text"/> | | | |
| First Name | <input style="width: 90%;" type="text"/> | | Surname | <input style="width: 90%;" type="text"/> | |
| Mobile Code | <input style="width: 20%;" type="text"/> | Mobile Number | <input style="width: 90%;" type="text"/> | | Email Address <input style="width: 90%;" type="text"/> |

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'.

| South African Physical Address Details | | | | | |
|--|--|--------------|--|---------------|---|
| Unit Number | <input style="width: 90%;" type="text"/> | Complex Name | <input style="width: 90%;" type="text"/> | Street number | <input style="width: 90%;" type="text"/> |
| Street / Farm Name | <input style="width: 90%;" type="text"/> | | | | |
| Suburb/District | <input style="width: 90%;" type="text"/> | City/Town | <input style="width: 90%;" type="text"/> | | Country Code <input style="width: 20%;" type="text"/> |
| Postal Code | <input style="width: 90%;" type="text"/> | | | | |

c) Travel Companion(s). The traveller enters:

- i) 'First Name'.
- ii) 'Surname'.
- iii) 'Passport Number'.
- iv) 'Passport Issue Country'.

| Travel Companion(s) | | | | | |
|---------------------|--|---------|--|------------------------|--|
| First Name | <input style="width: 90%;" type="text"/> | Surname | <input style="width: 90%;" type="text"/> | Passport Number | <input style="width: 90%;" type="text"/> |
| | | | | Passport Issue Country | <input style="width: 90%;" type="text"/> |
| First Name | <input style="width: 90%;" type="text"/> | Surname | <input style="width: 90%;" type="text"/> | Passport Number | <input style="width: 90%;" type="text"/> |
| | | | | Passport Issue Country | <input style="width: 90%;" type="text"/> |

d) Reason of Visit. The traveller ticks the box that best describes their reason for travel:

- i) 'Resident'
- ii) 'Immigrant'
- iii) 'Study'
- iv) 'Business'

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

| Reason For Travel | | | | | | | | | | | | | |
|-------------------|--------------------------|----------------------|--------------------------|-----------|--------------------------|-------|--------------------------|----------|--------------------------|---------|--------------------------|---------|--------------------------|
| Leisure | <input type="checkbox"/> | Resident | <input type="checkbox"/> | Immigrant | <input type="checkbox"/> | Study | <input type="checkbox"/> | Business | <input type="checkbox"/> | Transit | <input type="checkbox"/> | Holiday | <input type="checkbox"/> |
| Diplomat | <input type="checkbox"/> | Employment | <input type="checkbox"/> | Crew | <input type="checkbox"/> | Other | <input type="checkbox"/> | | | | | | |
| Other (Specify) | | <input type="text"/> | | | | | | | | | | | |

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.

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

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

5 DISCLAIMER

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

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- 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).