

BESPOKE IMMIGRATION SERVICES

We are the leading work visa service provider offering a bespoke and comprehensive service to corporates and professionals



XPATWEB

Work Permit & Expatriate Solutions



IMMIGRATION AND WORK VISA SERVICES

Xpatweb is a market leading work visa service provider offering a bespoke and comprehensive immigration service for corporates and professionals. We have an experienced and dedicated team and all our applications are done in a lawful, sound and technical manner. We furthermore understand the importance of obtaining legally correct work visas when time is of the essence.



OUR CLIENTS

Our clients include some of the largest expatriate employers in South Africa. We are also the preferred provider for many expatriate teams on energy and construction projects, mining and technology companies including some of South Africa's most prominent law firms that outsource their client work to us.



SOLUTION DRIVEN

We provide immigration legal solutions, including in-house and practicing immigration attorneys. We will normally commence our engagement with a technical client meeting to discuss your past challenges and recommend optimal solutions. This meeting can also be used to create a roadmap and protocol on our service delivery approach, ensuring we commit to addressing any past provider challenges you may have experienced.



LEGAL SOLUTION

Whilst we have exceptional relationships at various levels within the deciding authority, we provide a fully compliant service. Our clients are those who regard the rigorous legal approach as the only sustainable approach and operating outside this legal framework creates an unacceptable business and reputational risk.



OUTSOURCE SOLUTION

We provide an end-to-end solution whereby we do not overly burden the client with administration. We do not merely send a list of requirements and place the administration and responsibility on the client and expatriate. Coupled with our service delivery orientated approach, we provide a seamless expatriate solution.



HOLISTIC

We are the only service provider with an integrated solution including:

- International Payroll Outsourcing
- Foreign Exchange Service
- Proactive Non-Residency Status Confirmation
- Opening Local and Foreign Bank Accounts
- South African Reserve Bank Clearances
- Tax Planning, Compliance and Communication
- Build Up of Assignment Cost Calculator
- Expatriate Policy Design
- International Employee Agreements



OUR SERVICES

We are the only service provider with an integrated solution including setting up bank accounts, confidential payroll outsourcing, foreign exchange service, proactive non-residency status and tax planning and compliance.

Categories of Residence applications include:

- Critical Skills Work Visa
- General Work Visa
- Intra Company Transfer Work Visa
- Accompanying Family Visas
- Study Visa
- Visitor Visas
- Determination of Status
- Waiver
- Permanent Residency
- DIY Toolkits





IMMIGRATION TRACKING SYSTEM

Our unique immigration tracking system has been designed to manage and track assignees across the globe. This system is characterised by its versatility and the below key features:



- Flexible to client needs
- Central platform to monitor the visa process end-to-end
- Provide a fully customisable reporting and dashboard function
- Tracking of assignees across geographical areas
- Document library to securely store all assignee documents



IMMIGRATION AUDIT

We offer a comprehensive Immigration Audit service that involves sending one of our Immigration Managers to your company's premises to guarantee the following:

- The expatriate (and family members) in your employ have valid visas
- The visas were obtained according to proper rules and regulations
- The conditions stipulated in their visas are in line with their current activities

Where there is doubt with the legitimacy of a visa the Department of Home Affairs will be engaged to verify the legality of the visa in question.

In addition to the above, we note the typical factoring duties pertaining to each respective application:

- Identifying the best suitable visa category, including not compromising tax residency, exchange control residency and long stay requirements
- Drafting any waivers that may be required
- Drawing up the list of requirements to compile the application
- Liaison with foreign Embassy ensuring all unique requirements are met
- Any advice required on specific circumstances
- Accompanying applicants to the Visa Facilitation Service (VFS) office to submit within South Africa
- Drafting any documentation required for the application
- Certification/notarising of documents including translations
- Ensuring documents received are fully compliant to the regulations
- Tracking status of application
- Facilitation of the South African Qualification Authority (SAQA) foreign qualification(s) process
- Weekly updates on status of all applications
- Registration with the relevant professional body (where required)
- Compiling a fully compliant application with a cover letter
- Compiling and placing of adverts (where required)





PROCESS CYCLE IN OBTAINING A WORK VISA: HOW DO WE HELP

1. We assess and determine your eligibility for the work visa most suitable to your assignment, skills, qualifications and experience



3. Provide the full list of required documentation and processes as prescribed by the Immigration Act and as determined by the relevant authorities



2. Outline and plan timelines to ensure the visa process is in accordance with your travel- and employment commencement dates



4. Review and collate all the documents and compile your visa application in a proper form for personal submission including providing full instructions



5. Schedule an appointment on your behalf for submission of your visa application



6. Submit your application



7. We track your application and will **follow up** thereon until your outcome has been released



8. Collect your visa once notification has been received





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