

This guidance helps you check that you have included all of the necessary documentation required by Australia's Department of Home Affairs to process your visa application. For detailed information about visas and citizenship please consult the following websites:

www.homeaffairs.gov.au

<http://www.homeaffairs.gov.au/Trav/Visa/Immi>

www.southafrica.embassy.gov.au

You must apply for this visa online using [ImmiAccount](#). You should upload all relevant documents with your online application and pay the visa application charge when you apply (if applicable).

Important information

Please be aware that the decision on your visa application may be based on the information and documentation that you include at the time of lodgement. Applicants should not make arrangements to travel to Australia until advised that their visa has been approved. You may be asked to provide information in addition to that provided in your application. If this is the case, you will be given a date by which you will have to provide the information.

The provision of false or misleading information or documents may have an adverse effect on the outcome of the application and will delay processing.

You must provide a certified copy of the documents, not the originals. Please be aware that any original documents you choose to provide may not be returned to you. If an original is required, the Immigration processing office will request this from you. All documents must be certified by the relevant authority. Documents not in English must be accompanied by accredited English translations.

For more information

See the Home Affairs website <https://www.homeaffairs.gov.au/trav/visa-1/408-> for more information on this particular visa.

The Visa Application Charge will not be refunded if a decision is made to refuse to grant the visa because the applicant did not satisfy the criteria for grant of the visa.

Complete this checklist and attach all documentation – in the order provided below. The checklist should be placed to the front of your application.

Supporting Documents
Form and Fees
Pay the visa application charge or provide one of the following documents to show that you do not need to pay the charge: <ul style="list-style-type: none">• To act as a representative of a foreign government, a letter from your foreign ministry• If you are in a class of people participating in an activity specified in a legislative instrument: evidence from the inviting organisation that you are in that class of people.
Whichever is applicable, a completed and signed: Form 956 - Advice by a migration agent/exempt person of providing immigration assistance or Form 956A - Appointment or withdrawal of Authorised Recipient Form 47A - Details of child or other dependent family member aged 18 years or over included in the application
Your Identity
Certified copies of the biographical pages of the current passports or travel documents of all people included in the application.
If your partner is included in the application: a copy of your marriage certificate or independent evidence that you are in a de facto relationship (for example, joint bank account statements or billing accounts in joint names).
If your name has changed, formal evidence of the change.
Character Requirements
If you intend to stay in Australia for longer than 12 months: <ul style="list-style-type: none">• if anyone included in the application has served in the armed forces of any country: certified copies of their military service record or discharge papers.• police checks for everyone included in the visa application who is older than 16 years of age:<ul style="list-style-type: none">○ an Australian National Police Check for anyone who has spent a total of 12 months or more in Australia since turning 16 years of age○ police certificates from each country in which anyone in your application has spent a total of 12 months or more in the past 10 years since turning 16 years of age.
Health Insurance
You are responsible for all your health costs while you are in Australia. You will not be covered by Australia's national health scheme (Medicare) unless your country has a reciprocal health care agreement with Australia.
If you are staying in Australia for more than three months, you are required to provide evidence of adequate health insurance for the duration of your stay in Australia, such as: <ul style="list-style-type: none">• a certification letter from your health insurer or broker• evidence that you have enrolled with Medicare if your country has a reciprocal health arrangement with Australia• the health insurance standard template letter (139KB RTF file) completed by your insurance provider. If you are staying in Australia for three months or less, you may be requested to provide evidence of adequate health insurance for the duration of your stay.

Financial Support

Evidence of your financial capacity to support yourself and your family while you are in Australia, such as:

- bank statements
- a letter from your financial institution stating your financial position
- employment contracts
- documents showing allowances, accommodation and stipends from your sponsor while you are in Austral

You need only support the family members who come with you to Australia. You do not need to show you can support any family members who do not come with you.

Supporter/Sponsor

If you apply in Australia or outside Australia and you intend to stay for more than three months:

- Evidence that the sponsorship application has been lodged or approved, such as:
 - sponsorship application ID number or sponsorship Transaction Reference Number (TRN)
 - sponsor approval letter.
- A written statement from the sponsor that they will meet the sponsorship obligations for all your dependent family members you include in your application.

If you apply outside Australia and you intend to stay in Australia for three months or less:

- A letter from the organisation or individual in Australia who is responsible for the events or activities you will be undertaking (if an organisation – the letter must be on the organisation's letterhead) which identifies:
 - the visa applicant and any family members travelling with them
 - the event/s, activity or work the applicant will be involved
 - the duties in relation to event/s, activity or work the applicant will be involved
 - the date/s, location/s of the event/s activity or work

Your Activities in Australia

Requirements differ depending on the intended role in the **entertainment industry**.

All performers

- A performing contract for your performances in Australia.
- Evidence that your supporter/sponsor or the individual or organisation in Australia who is responsible for the events or activities you will be undertaking has:
 - consulted with the relevant union (for example, a copy of your email/letter to the relevant union)
 - any licences required for the work.

In addition - if not performing in film or television

- Evidence to show that the activity will bring a net employment benefit to the Australian entertainment industry.
- An itinerary of the engagements specifying dates and venues of performances.

In addition - if performing in film or television

- A relevant certificate from the Office for the [Ministry for the Arts](#), Attorney-General's Department.

Directors, producers or other non-performers

- A contract for the engagement(s) in Australia.
- An itinerary of the engagements specifying dates and venues of performances.
- Evidence to show that the activity will bring a net employment benefit to the Australian entertainment industry.
- Evidence that your supporter/sponsor or the individual or organisation in Australia who is responsible for the events or activities you will be undertaking has:
 - consulted with the relevant union (for example, a copy of your email/letter to the relevant union)
 - any licences required for the work.

Support staff (for commercial purposes)

- A contract between the support staff and the employer for their employment in Australia.
- An itinerary of the engagements specifying dates and venues of performances.
- Evidence to show that the activity will bring a net employment benefit to the Australian entertainment industry.
- Evidence that your supporter/sponsor or the individual or organisation in Australia who is responsible for the events or activities you will be undertaking has:
 - consulted with the relevant union (for example, a copy of your email/letter to the relevant union)
 - any licences required for the work

Non-profit engagements (including support staff)

- Evidence that any engagements are for non-profit purposes.
- An itinerary of the engagements specifying dates and venues of performances.

A letter of invitation from the supporter/sponsor or individual or organisation in Australia responsible for the event/s confirming that they will meet expenses that will be incurred by the applicant during their stay in Australia. This may include accommodation, food, travel costs, and incidentals.

Documentary program or commercial for overseas market

- Evidence to show that you will be making a documentary program or commercial that is for an overseas market (distribution contracts etc.)
- Evidence to show that there is no suitable person in Australia who is available to do the role.

If you are an **invited participant**, for people who are invited for stays up to 3 months by an organisation operating in Australia to participate in a specific cultural or social event or events.

- a letter of invitation from the supporting Australian organisation that includes the event name, the dates of the event, your role or duties, and the role of the supporting organisation in the event.

Participating in **religious work**, serving the religious objectives of a religious institution in Australia requires evidence that:

- the position is full-time
- the work or activity specifically requires a religious worker and not merely a religious adherent
- the duties directly serve the religious institution's religious objectives
- you have the appropriate experience and/or qualifications for the position
- an agreement or contract setting out payments and other means of support provided by the religious institution.

To participate in an approved **special program** that provides opportunities for youth exchange, cultural enrichment or community benefits.

- a copy of your curriculum vitae/qualifications.

To work full time in the household of certain senior foreign executives as a **domestic worker**:

- The foreign government agency or foreign organisations structure chart, showing the location within their Australian operations of the position held by the Subclass 457 or Subclass 403 visa holder.
- If there are compelling reasons for employing the domestic worker: a statement detailing those reasons
 - otherwise the employer must have tried to find a suitable domestic worker in Australia - the vacancy must be lodged with a job placement provider for national listing, and where appropriate, with community language newspapers for a minimum of 4 weeks during the 8 weeks before lodging a visa application. Evidence of the advertisements and responses to the advertisements should be provided.
- The employment agreement.

If you are participating in **research activity** at a tertiary or research institute.

Researcher

- Letter of invitation from the relevant Australian tertiary or research institution, indicating:
 - your proposed period of stay
 - details of the Australian research project
 - how your skills/knowledge will benefit the project
 - the weekly hours of activity
 - payments or provision of other means of support from the inviting institution.
- Evidence of your academic employment: either:
 - a statement from your home institution acknowledging the invitation, or
 - evidence that you were previously employed as an academic at a tertiary or research institution.
- Evidence that you have a significant record of achievement in your field, including:
 - your current curriculum vitae
 - a list of published work.

Research Student

- Evidence you are enrolled in a foreign educational institution, or recently graduated (within the 12 months before applying for this visa).
- If the research is required as part of course requirements, and letter from the Australian research or tertiary institution confirming the Australian research arrangements, including
 - your proposed period of stay
 - details of the Australian research project
 - the weekly hours of activity
 - payments or provision of other means of support from the inviting institution.
- If the applicant is a graduate researcher, a letter of invitation from the relevant Australian tertiary or research institution, indicating:
 - your proposed period of stay
 - details of the Australian research project
 - how your skills/knowledge will benefit the project
 - the weekly hours of activity
 - payments or provision of other means of support from the inviting institution.
- For unpaid placements:
 - [Form 1283 - Acknowledgement of unpaid placement—visa applicant \(48KB PDF\)](#)
 - [Form 1284 - Acknowledgement of unpaid placement—sponsor \(48KB PDF\)](#).

To work in a skilled position under a reciprocal staff **exchange** arrangement to: give participants an opportunity to experience another culture; enhance international relations; or broaden participants' experience and knowledge.

Letters of support from the organisation in Australia and the reciprocating overseas organisation. The letters must:

- state the purpose of the exchange
- state your name, the duties you will be undertaking and the period of the exchange
- state the name of the Australian citizen or Australian permanent resident who will be working in the proposed skilled position, the duties to be performed and the period of the exchange outside Australia
- state the reciprocating overseas organisation
- confirm that the Australian citizen or Australian permanent resident will have the same position as previously held, or an equivalent position available on completion of the exchange
- describe how the exchange agreement will benefit both you and the Australian citizen or Australian permanent resident.

To be employed as a **superyacht** crew member on board a superyacht in Australia:

- A certified copy of your contract of employment as a member of the crew of the vessel
- A letter from the vessel's captain or the vessel's owner confirming your employment as a member of the crew of the vessel.

To participate in an **Australian government endorsed event**:

- Letter of endorsement by the event organiser

If you are applying to play, coach, instruct or adjudicate under contract to an Australian sporting club or organisation, or otherwise participating in a high-level **sports** training program

Sports Trainee

- Evidence that you are currently competing or adjudicating at the Australian national level or equivalent or the relevant peak sporting body in Australia or overseas must provide a letter of endorsement stating that you have the potential to compete or adjudicate at the Australian national level
- Evidence the relevant sporting organisation:
 - has an international reputation for training elite sports people or adjudicators
 - is not a sporting club primarily competing below the Australian national level; for the sport
- A copy of the full time training program that the applicant will be undertaking.

Elite player, coach, instructor or adjudicator

- The contract between you and the sporting organisation responsible for the sporting activity in Australia, stating:
 - the period for which the contract is valid
 - the level of remuneration
 - the duties of the position
 - any work directly related to performance of your sporting activity that you will do for a person or organisation other than the organisation for which you have proposed to play, coach, instruct or adjudicate (unrelated work is not permitted)
 - the estimated number of hours per week you are expected to serve the sporting organisation
 - whether dependent family members are covered by the contractual arrangement.
- A letter of endorsement from the Australian national sporting body supporting the position and confirming that you have the ability to play, coach or instruct at the Australian national level

To work full time in the household of certain senior foreign executives as a **domestic worker**:

- The foreign government agency or foreign organisations structure chart, showing the location within their Australian operations of the position held by the Subclass 457 or Subclass 403 visa holder.
- If there are compelling reasons for employing the domestic worker: a statement detailing those reasons
 - otherwise the employer must have tried to find a suitable domestic worker in Australia - the vacancy must be lodged with a job placement provider for national listing, and where appropriate, with community language newspapers for a minimum of 4 weeks during the 8 weeks before lodging a visa application. Evidence of the advertisements and responses to the advertisements should be provided.
- The employment agreement.

Applicants under the age of 18

If you want to bring a child younger than 18 years of age with you to Australia, and that child's other parent is not included in the application: documentary evidence that you have the legal right to include that child in your application, such as:

- certified copies of official legal documents, such as a court-issued custody, access or guardianship order
- a statutory declaration giving their permission
- **Form 1229** *Consent form to grant an Australian visa to a child under the age of 18 years.*
- Full unabridged birth certificate showing biological parents names

If you use this form, you will have to attach a certified copy of the other parent's government issued identification document (such as a passport or driver's licence) with their photograph and a signature. Please note that any of the above documents should be signed before a Notary Public.

Applicants under the age of 18 years must provide:

- a) If travelling without both parents, evidence that he/she will be taken care of in Australia.
- b) Two forms of identification (with a signature) for any non-accompanying parent.
- c) Where one or both parents are deceased, proof that the remaining parent or the guardian has legal custody of the applicant
- d) Where there are custody issues, further documentation may be requested.

Applicants entering a hospital or palliative care facilities

You may be required to undergo a chest x-ray (form 160) by a panel doctor nominated by Home Affairs. For more information see Form 1163i <https://www.homeaffairs.gov.au/about/corporate/information/forms/pdf-numerical> and Immigration Panel Doctors at <https://www.homeaffairs.gov.au/Busi/Pane/Pane-1>

You may undertake a medical prior to lodging your application. To find out if you are eligible see:

<https://www.homeaffairs.gov.au/Trav/Visa/Heal/meeting-the-health-requirement/health-examinations/my-health-declarations>