|  |  |
| --- | --- |
| PRETORIA | This is not an australian government foRm |

Visitor VISA-Processed in Pretoria, south Africa

Checklist for South Arfica, Botswana, and Namibia

(SUBCLASS 600)( Class FA)

(Streams- Tourist, Business Visitor)

Visitor visas are intended for applicant seeking to enter Australia for purpose of Tourism or Business visitor related activities. They do not permit the applicant to engage in work. A single-entry or multiple-entry visa may be issued, depending on the needs and circumstances of the applicant. This is entirely at the discretion of the decision maker.

You must provide documents to support your application for this visa. The department can make a decision using the information you provide when you lodge your application.

You must provide certified copies of original documents. Do not include original documents unless specifically requested by the department. Documents not in English must be accompanied by accredited English translations.

It is in your interest to provide as much information as possible with your application. **If any additional documentation is subsequently requested from you by the Immigration decision-maker, or you provide extra documents of your own accord, you will be responsible for the costs of providing this additional information to the Post. If you choose to re-visit the Visa Application Centre to send this new information to the Post, you may be charged a courier fee for the additional handling and delivery of documents. Note: All supporting documentation must be in English or accompanied by a certified translation.**

Attached is an application checklist to assist you in lodging a Visitor visa application. Please complete and submit this checklist along with a completed and signed application form for either Tourist Stream 1419 (Tourist), Sponsored Family Stream or Business Visitor Stream 1415. These application forms can be located on the Department of Immigration and Citizenship website: [www.immi.gov.au](http://www.immi.gov.au) or our Visa application Centre VFS: [www.vfsglobal.com](http://www.vfsglobal.com)

**Previous travelers to Australia** – If you are aged between 18 and 74 years old, have previously travelled to Australia within the last 10 years, you usually need only submit a completed application form, evidence of payment of the application charge, passport photo and your passport. See checklist below for more details. The Australian High Commission reserves the right to request additional information if deemed necessary.

**Persons with no travel history to Australia –** If you have never travelled to Australia, you must provide all the additional documentation listed in checklist.

**Visa application charge –** Please contact VFS for their acceptable payment types and current immigration visa application charge amounts. VFS will charge a service fee above the visa application charge.

**Visa application charge exemption for EU passport holders -** If you are applying as the holder of a valid EU passport, you do not have to pay a visa application charge. Please refer to http:/www.immi.gov.au/allforms/990i/business-visits.htm to see if your EU passport is exempt from paying the visa application charge. Please note that VFS will still charge a service fee to handle your application.

**There is no guarantee that you will be granted a visa so we recommend that you do not make unalterable or non-refundable travel arrangements.**

**If you are a crew member wishing to join a ship in Australia –** you must hold a valid Maritime Crew Visa ( MCV) before applying for a transit visa to join your ship. For information on applying for a Maritime Crew Visa, please refer to <http://www.immi.gov.au/sea/mcv/>

Please note that your flight itinerary must show your onward travel as well as the duration of your stay in Australia for all transit periods. A paid flight ticket is not required. **There is no guarantee that you will be granted a visa so we recommend that you do not make unalterable or non-refundable travel arrangements.**

## Longer Tourist visas for parents of Australians

From 24 November 2012, parents of Australian citizens and permanent residents will be able to apply for Tourist visas to visit Australia for longer.

The department will grant on a case-by-case basis:

* Tourist visas of up to five years validity which provide a stay of up to 12 months on each entry to those parents who are outside Australia and are in the Parent (subclass 103) visa queue.
* Tourist visas of up to three years validity with 12 months stay on each entry will be considered for parents who are outside Australia and are not in the Parent visa queue.

Under these more flexible arrangements, in addition to meeting all other Tourist visa requirements, parents will be expected to hold health insurance to cover any healthcare costs during their stay and will have a visa condition limiting applications for further visas while they are in Australia.

Like all tourists, parents granted Tourist visas are expected to maintain extended periods of absence between visits to Australia in addition to meeting all other Tourist visa requirements, they will need to:

* hold health insurance to cover any healthcare costs during their stay
* not stay in Australia for more than 12 months in any 18 month period. (Like all tourists, parents granted Tourist visas are expected to maintain extended periods of absence between visits to Australia).
* **See:** [About This Visa](http://www.immi.gov.au/visitors/tourist/676/) at <http://www.immi.gov.au/visitors>

Attached is an application checklist to assist you in lodging your application. Please complete and submit this checklist along with a completed and signed application form. Please remember to include ALL mandatory supporting documentation.

|  |  |  |
| --- | --- | --- |
| **Mandatory Requirements** | **Tick the documents you are submitting** | **Official use only** |
| **Form:** Tourism stream- 1419  Business Visitor stream- 1415 | 🞏 | 🞏 |
| Payment of the Australian Government Visa Application Charge. Advice on how to pay this charge can be found at [www.vfs-au.co.za](http://www.vfs-au.co.za) **OR** if the Visa Application Charge has been paid at an office of the Department of Immigration and Citizenship in Australia, a copy of the receipt must be submitted. All payment options are listed on our website [www.immi.gov.au](http://www.immi.gov.au) | 🞏 | 🞏 |
| **Your identity**  □ Certified copies of the biographical pages of the current passports or travel documents of all people included in the application. Your passport needs to be valid for at least six months at time of lodgment of your visa application.  □ One recent passport sized photograph (45 mm x 35 mm) of each person included in the application.  o These photographs should be of the head and shoulders only against a plain background  o Print the name of the person on the back of each photograph.  □ If your name has changed or the name of anyone included in your application has changed: a certified copy of evidence of the name change.  **Additional charges:**  Clients applying for an Australian Visa are no longer required to have a physical label in their passport when travelling to Australia.  The Australian Government does not require a visa label to be placed in your passport to  confirm your immigration status and entitlements for Australia.  All visa status information is stored electronically on DIAC's systems and is accessed by  airlines flying to Australia when passenger's passports are swiped at check-in.The client's  visa status is immediately known to airline check-in staff.  From 24 November 2012, if a visa holder requires a visa label to be evidenced into their passport, a Visa Evidence Charge (VEC) of AUD 70 applies.  You can only request and pay the VEC for a visa label ***after*** you have been granted an Australian visa.  Regardless of when your visa application was lodged, or your visa granted, anyone who requests a visa label may be charged.  Detailed information about Visa Evidence Charge and visa evidencing is available on DIAC’s website: <http://www.immi.gov.au/visas/about-your-visa.htm> | 🞏 | 🞏 |
| **The character requirements**:  If you have been charged with or convicted of any offences in any country, an original police clearance from the police authorities of the relevant country (no longer than 12 months old). If you have served in the armed forces (army, navy, air-force, reserves) in any capacity in the last 10 years, a discharge certificate indicating the period you served and the date of discharge.. | 🞏 | 🞏 |
| Have you travelled to Australia within the last 10 years? (**If yes, no other documents are**  **required**, unless you are under 18 years old, 75 years or older, intend staying longer than 3  months, intend visiting a hospital/patients, or have been charged with or convicted of any offence - please see below. | Yes🞏  No 🞏 | 🞏 |
| **Receiving assistance:**  If someone gives you advice or lodges your application for you:   * Form 956 Advice by a migration agent/exempt persons of providing immigration assistance (the agent or exempt person completes the form and you must sign it.   If you would like someone to receive correspondence from the department on your behalf:   * Form 956A Appointment or withdrawal of an authorized recipient (the recipient completes the form and you must sign it | 🞏  🞏 | 🞏  🞏 |
| **Documents to show you are a genuine visitor:**  Evidence of funds may include but is not limited to  □ Either **ORIGINAL or CERTIFIED COPIES, e**vidence of sufficient funds, such as personal bank statements, pay slips, audited accounts, taxation records or credit card limit. The evidence provided must show the account holder’s name, account number & current account balance;  □ If you are visiting relatives or friends, a letter of invitation from your relative or friend in Australia, a certified letter from the person showing their willingness to support you and evidence that the person can provide the level of support offered.  □ If you are visiting under the Tourist stream: Your itinerary for your stay in Australia.  □ Other information to show that you have an incentive and authority to return to your home country, such as:  o An original letter from your employer confirming your employment and leave dates, your intention to return to your job (must be on company letterhead)  o evidence of enrolment at a school, college or university in your home country  o evidence of immediate family members in your home country  o evidence of your visa or residence status in your home country, and your right to return i.e. personal circumstances that may encourage the applicant to return to their home country.  o evidence of property or other significant assets owned in your home country.  Visitor visa (subclass 600). | 🞏 | 🞏 |
| **Additional documents for the Business stream**  □ Evidence of why you need to visit Australia on business, such as:  o a letter of invitation from the host organisation in Australia  o conference registration details  o a letter from your employer stating the reasons for your visit  o your itinerary, with contact details of the business parties involved.  □ Your educational or professional qualifications.  □ Your current employment and your role during your visit to Australia.  □ Details of previous contacts with Australian businesspeople or organisations in Australia.  □ Documents to show that the company you work for is an actively operating business, such as a business registration certificate or annual report. | 🞏 | 🞏 |
| **Children younger than 18 years of age** |  |  |
| □ If you are younger than 18 years of age: evidence that every person with a legal right to decide where you live consents to your travel to Australia on this visa. If you will not have one or both parents come with you, provide:  o a statutory declaration giving their permission  o Form 1229 Consent form to grant an Australian visa to a child under the age of 18 years (www. immi.gov.au). If you use this form, you will have to attach a certified copy of your parent’s or guardian’s government-issued identification document (such as a passport or driver’s licence) with their photograph and their signature.  □ If you are younger than 18 years of age and you will stay in Australia with someone other than a parent, legal guardian or relative: a declaration signed by the person who will be responsible for you Australia  o Form 1257 *Undertaking declaration* (125 kB PDF).  o Unabridged Birth Certificate or a baptismal certificate, including both natural parents’ names.  □ Evidence of enrolment at school, college or university.  Please complete and attach: Minor Child (under 18 years of age) travelling checklist travelling for SAFR citizens and non-SAFR Citizens | 🞏 | 🞏 |
| **IF YOU ARE 75 YEARS OF AGE OR OLDER:** |  |  |
| * Medical examination with an Australian Government Panel Doctor - Form 26   See <http://www.immi.gov.au/contacts/panel-doctors/index.htm> for list of approved doctors.   * Evidence of travel or medical/health insurance that provides coverage in Australia **or** evidence that you have sufficient funds to cover any potential private hospital costs in Australia.   The travel insurance must include the name/s of the persons covered, period of coverage, which events are covered, the coverage amount and confirm that the coverage applies in Australia. The insurance needs to cover the full period of your intended visit to Australia.  Please note a chest x-ray is required for a period of stay longer that 3 months and up to 12 months.  In certain cases, the health assessment form may need to be referred to Health Authorities in Australia for further assessment. Additional health information may be requested. | 🞏 | 🞏 |
| **PARENTS OF AUSTRALIAN CITIZENS AND PERMANENT RESIDENTS REQUESTING LONGER TOURIST VISA VALIDITY WITH 12 MONTHS STAY** |  |  |
| * Chest x-ray with a panel doctor – form 160, if you are under 75 years of age * Medical examination with a panel doctor - form 26 and a chest x-ray – form 160 is required if you are 75 years of age or older   See <http://www.immi.gov.au/contacts/panel-doctors/index.htm> for list of approved doctors.  In certain cases, the health assessment forms may need to be referred to Health Authorities in Australia for further assessment. Additional health information may be requested.   * Evidence of health insurance policy – If you are the parent of an Australian citizen or permanent resident and want a visitor visa with a longer validity and stay period, you will need to show that you will have adequate health insurance cover for the period you are in Australia.   The health insurance policy:   * doesn't need to be with a specialist health insurance company * can include an excess * may include standard 'pre-existing condition' clauses * must be fully comprehensive (that is, it must provide at least Medicare equivalent cover including hospital, emergency, general practitioner and pharmaceutical benefits. | 🞏 | 🞏 |
| **OTHER INFORMATION IF APPLICABLE:** |  |  |
| If you are visiting a hospital/patients for any period, a chest x-ray and report from an Australian approved panel radiologist (see <http://www.immi.gov.au/contacts/panel-doctors/index.htm>)  OR  If you are travelling for more than 3 months and are above the age of 11 years, you will be required to undergo a chest x-ray at one of the Australian panel radiologists (see <http://www.immi.gov.au/contacts/panel-doctors/index.htm>) | 🞏 | 🞏 |

***\*\* If you are travelling with a family member who holds a valid visa, or is an ETA or e-Visitor eligible passport holder, a certified copy of their passport and visa is required.***

Note: The above is guide to the documents you should provide with your holiday visa application. For a full list of all requirements and documents, please consult the website: [http://www.immi.gov.au/](http://www.immi.gov.au/skilled/business/456/index.htm%20)

**I hereby acknowledge that:**

**🞏 I have provided all mandatory documentation for a decision to be made on my visa application.**

**or**

**🞏 I have not provided information requested on this checklist and am aware that a decision may be made based on the information I have provided.**

**I also acknowledge that where the Post requests submission of further supporting documentation, or I provide documents of my own accord, I am responsible for any courier and document handling charges.**

Note: Form must be signed by parent(s) or guardian if applicant is under 18.

|  |  |  |
| --- | --- | --- |
| **Applicant name:…………………………..…..** | **Signature:…………………………..……..** | **Date lodged:……./……./…….** |
| *Visa Application Centre Use Only*  *Processing officer name:* | | |