

Australia Subclass 400 Temporary Work Visa Application Pack

Thank you for requesting an application pack for an Australia Subclass 400 Visa.
Please complete the following three sections and then return the application pack
and all supporting documents to The Travel Visa Company Ltd.

1. Checklist of the documents required
2. Service and delivery options
3. Address and payment details

PLEASE NOTE

To be eligible for a Subclass 400 Temporary Work Visa, you must have a highly specialised skill, knowledge or experience that can help Australian business and cannot reasonably be found in Australia.

If the visa is issued, the holder is then only permitted to work on activities for which the visa was granted.

Subclass 400 visas are generally issued for stays of up to 3 months. The Australian authorities will, in certain circumstances, grant visas for stays up to 6 months if a strong business case is made.


Please note, as part of this process you may be requested to provide an ACRO Police Certificate.

1. Checklist of the documents required

✓ Please tick to confirm you have provided the following:

- ☐ **AUSTRALIA SUBCLASS 400 VISA APPLICATION FORM** – Please find attached. It is important to carefully read through all the questions and fully complete all forms in **BLOCK CAPITALS** with a **BLACK PEN**. All application forms **MUST** be printed single-sided. Application forms printed double-sided **WILL NOT** be accepted.
- ☐ **COPY OF PASSPORT** – Please include a copy of the photograph page of your passport. Your passport must be valid for at least the entire duration of your proposed stay in Australia.

- ☐ **LETTER OF INVITATION** - Please provide a letter of invitation, job offer letter, employment contract or other documentation from an Australian organisation confirming your purpose of travel and that you have been contracted to carry out specific, specialised work in Australia.
- ☐ **BANK STATEMENTS** - Please provide your 3 most recent bank statements showing sufficient funds to support yourself in Australia.
- ☐ **RELEVANT QUALIFICATIONS** - Please provide copies of any qualification that is relevant to the work you will be undertaking.
- ☐ **UK EMPLOYMENT LETTER** - Please provide a letter from your UK employer detailing your role, duties, and responsibilities.
- ☐ **PROOF OF NAME CHANGE – IF** you have ever changed your name, including through marriage, you **MUST** provide proof of name change. In the case of marriage, this would be a copy of your marriage certificate.

 Failure to provide us with these documents will result in delays with your application.

2. Service and delivery options

✓ Please tick to confirm which service and delivery type you are requesting:

	Service Type	Processing Time	Embassy Fee	Service Fee	VAT	Total
<input type="checkbox"/>	Standard	15 days*	£215.00	£154.13	£30.82	£399.95
<input type="checkbox"/>	Priority	5 days*	£215.00	£237.46	£47.49	£499.95

*Working days/hours excluding postal days.

PLEASE NOTE

The processing time above refers only to The Travel Visa Company's processing time. Once we have submitted your application, the Australian Immigration Department will process your application. Most applications are processed within one month; however, processing time can be **significantly** longer depending on the circumstances of the application.

Continued overleaf...

	Delivery Type	Price
<input type="checkbox"/>	Email Confirmation	-
<input type="checkbox"/>	Provide Pre-Paid Envelope*	-
<input type="checkbox"/>	Posted Confirmation	£5.00
<input type="checkbox"/>	Collect from TVC Office	-

DATE OF TRAVEL

DD MM YYYY

LENGTH OF STAY

..... Days

*If you provide a pre-paid envelope please ensure it has your return address and the correct postage amount.

3. Address and payment details

Name:

Address:

.....

.....

Postcode:

Telephone:

Email:

☐ Credit/Debit Card

Name on card:

.....

Card Number:

.....

Expiry Date: CVC:

☐ Paypal paypal@thetravelvisacompany.co.uk

☐ Cheque

☐ BACS Reference:

EMAIL MARKETING (not required)

☐ I would like to sign up to the TVC mailing list.

We do not share your data with any third parties. To view our privacy policy, visit:

www.thetravelvisacompany.co.uk/privacy

Cheque/BACS payments are to be made payable to "The Travel Visa Company Ltd."

Bank Details: 68032405 / 08-92-50

TERMS & CONDITIONS (required)

☐ I have read, fully understood and agree to the Terms & Conditions and Client Declaration.

www.thetravelvisacompany.co.uk/terms

www.thetravelvisacompany.co.uk/declaration

Signed: Date:

Please contact us if you would like to receive a printed copy of these documents.

Applicant Details

Surname:

 As shown in passport

Given name(s):

 As shown in passport

Gender: ☐ Male ☐ Female

☐ Other

Date of birth:

 DD/MM/YYYY

Passport type: ☐ Regular ☐ Official ☐ Diplomatic

Passport number:

Issuing country:

Issuing authority:

Issue date:

 DD/MM/YYYY

Expiry date:

 DD/MM/YYYY

Place of birth:

Town/City:

State/Province:

Country:

Marital status: ☐ Married ☐ Divorced ☐ Single ☐ Widowed

☐ Other

Have you ever changed your name?

☐ Yes

☐ No

If yes

Reason for name change:

☐ Marriage

☐ Deed poll

☐ Other

If other

Previous name:

Are you a citizen of any other country?

☐ Yes

☐ No

If yes

Country:

Applicant Details

Do you hold any other passports?

☐ Yes

☐ No

If yes

Issuing country:

Passport number:

Issue date:

 DD/MM/YYYY

Expiry date:

 DD/MM/YYYY

Do you hold any other identity documents? (Not including driving license)

☐ Yes

☐ No

If yes

Issuing country:

Identity document number:

Applicant Contact Details

Phone number:

Email address:

Current address:

Street:

Town/City:

State/Province:

Postcode:

Country:

Date you moved into this address:

 DD/MM/YYYY

Previous Travel Details

Have you previously travelled to Australia?

☐ Yes

☐ No

Have you previously applied for a visa For Australia?

☐ Yes

☐ No

Have you previously been granted a visa for Australia?

☐ Yes

☐ No

If yes

Previous visa grant number:

 If unknown, please indicate

Travel Details

Proposed date of entry into Australia:

Proposed date of exit from Australia:

Do you intend to enter Australia on more than one occasion to undertake the work?

☐ Yes ☐ No

If yes

Please provide detail, including reason why you will need to make more than one entry and proposed travel dates for additional entries.

Have you been invited by an organisation in Australia to participate in a specific event?

☐ Yes ☐ No

If yes

Name of event:

Date from:

Date to:

Role in event:

Role description:

Inviting organisation name:

Travel Details

If yes

Inviting organisation registration number:

Role of inviting organisation in event?

☐ Organiser

☐ Other

Will you receive payment from an Australian organisation or individual for participation in the event?

☐ Yes ☐ No

Will you be performing as an entertainer in Australia or supporting an entertainer/group of entertainers in Australia?

☐ Yes ☐ No

Will you be directing, producing or taking any other part in a production that will be shown in Australia?

☐ Yes ☐ No

Will you be undertaking highly specialised non-ongoing work in Australia?

☐ Yes ☐ No

If yes

Give details of the organisation for whom you will undertake the work in Australia:

Organisation registered name:

Trading name:

Please select which industry you will be working:

☐ Agriculture, forestry and fishing

☐ Mining

☐ Manufacturing

☐ Electricity, gas, water and waste services

☐ Construction

☐ Wholesale trade

☐ Accommodation and food services

☐ Transport postal and warehousing

☐ Information media and telecommunications

☐ Financial and insurance services

☐ Rental, hiring and real estate services

☐ Professional, scientific and technical

☐ Administrative and support services

☐ Public administration and safety

☐ Education and training

☐ Health care and social assistance

☐ Arts and recreation services

☐ Other

Travel Details

If yes

Organisation's registration number:

Organisation's address:

Street:

Town/City:

State/Province:

Postcode:

Country:

Contact person at organisation:

Name:

Position:

Telephone number:

Email address:

Period of work:

Date from: DD/MM/YYYY

Date to: DD/MM/YYYY

Funding Details

Will you receive payment for undertaking the work activity in Australia?

☐ Yes ☐ No

If yes

Who will pay you?

☐ Current employer

☐ Organisation in Australia to which you will provide services

Please give details of how you will fund your stay in Australia:

Employment Details

Employment status:

☐ Employed ☐ Unemployed ☐ Self-employed

☐ Student ☐ Retired

If employed

Occupation:

Start date: DD/MM/YYYY

Employer name:

Employer website:

Employer's address:

Town/City:

State/Province:

Postcode:

Country:

Please provide contact details of a contact person in the business who could be contacted with enquiries regarding this application if needed:

Name:

Position:

Telephone number:

Email address:

Please give details of any qualifications, skills or experiences that are relevant to your proposed work in Australia:

Education Details

Will you be undertaking any formal studies or training whilst in Australia?

☐ Yes ☐ No

If yes

Course of study:

Are you currently, or have you ever been, an AusAID subsidised student?

☐ Yes ☐ No

Health Declarations

In the last five years, have you visited or lived in a country other than the country of your passport for more than 3 consecutive months? Do not include time spent in Australia.

☐ Yes ☐ No

If yes

Country:

Date from:

DD/MM/YYYY

Date to:

DD/MM/YYYY

Do you intend to enter a hospital or health care facility (including a nursing home) while in Australia?

☐ Yes ☐ No

Do you intend to work as, or study or train to be, a doctor, dentist, nurse or paramedic in Australia?

☐ Yes ☐ No

Do you intend to work, study or train within child care centre while in Australia?

☐ Yes ☐ No

Do you currently have, have you ever had, or been in close contact with a family member with tuberculosis?

☐ Yes ☐ No

During your stay in Australia, do you expect to incur medical costs, or require treatment or medical follow up for blood disorder, cancer, heart disease, hepatitis B or C and/or liver disease, HIV infection, kidney disease, mental illness, pregnancy or respiratory disease?

☐ Yes ☐ No

Do you require assistance with mobility or care due to a medical condition?

☐ Yes ☐ No

Health Declarations

Have you undertaken a health examination for an Australian visa in the last 12 months?

☐ Yes ☐ No

If you have answered yes to any of the above **Health Declaration** questions, you **must** provide further detail:

Character Declarations

Have you ever been convicted of any offence in any country?

☐ Yes ☐ No

Have you been charged with any offence that is currently awaiting legal action?

☐ Yes ☐ No

Have you ever been acquitted of any offence on the grounds of unsoundness of mind or insanity?

☐ Yes ☐ No

Have you ever been removed, deported or excluded from any country (including Australia)?

☐ Yes ☐ No

Have you ever left a country to avoid being removed? (including Australia)

☐ Yes ☐ No

Have you ever been refused a visa for any of country?

☐ Yes ☐ No

Character Declarations

Have you ever been excluded from or asked to leave any country? (including Australia)

☐ Yes ☐ No

Have you ever been charged with, or indicted for: genocide, war crimes, crimes against humanity, torture, slavery, or any other crime that is otherwise of a serious international concern?

☐ Yes ☐ No

Have you ever been directly or indirectly involved in, or associated with, activities which would represent a risk to national security in Australia or any other country?

☐ Yes ☐ No

Do you have any outstanding debts to the Australia Government?

☐ Yes ☐ No

Have you ever been involved in the illegal movement of people to any country?

☐ Yes ☐ No

Have you ever served in a military force, police force, state sponsored / private militia or intelligence agency (including secret police)?

☐ Yes ☐ No

If you have answered yes to any of the above **Character Declaration questions, you **must** provide further detail:**

Please provide as much detail as possible, including dates, locations and resulting sentences where appropriate.

Additional writing space if required: