

Australia's Most Trusted Migration Agent

Checklist for 400- Temporary Work (Short Stay Specialist) visa

Please provide **coloured scanned** copies of the following documents.

1. Current passport (front and back)
2. Secondary Identity Document
 - a. Birth certificate or matriculation certificate, which has your date of birth and name of both of your parents or
 - b. National Identify card (Aadhar Card/ Pan card etc.)
3. Overseas police checks¹
4. All relevant work Experience documents: (whichever applicable)
 - a. Employment reference Letters**
 - b. Employment contracts,
 - c. Pay slips,
 - d. Tax returns,
 - e. Group certificates
 - f. Superannuation statements
5. Any Awards or Licence relevant with occupation (If applicable)
6. Relevant educational documents:
 - a. Degree certificate
 - b. Transcript
 - c. Completion letters

****Employment reference letter** must fulfil the following requirements:

- i. You must be on a company letterhead (including name and location details)
- ii. include the date of document,
- iii. duration of employment (with dates)
- iv. nature of the employment (incl your job title)
- v. the name and position of author

¹ For you and your dependents who are over 16 years, even if they are not migrating. It must be from every country where you have spent a total of 12 months in last 10 years since turning 16.

7. Resume

8. Financials

- a. Bank Statement
- b. Tax returns
- c. Current Employment Contract (If applicable)

From Business

9. ABN Certificate

10. Specialised Work Details

11. Letter of Offer- Employment

From Partner (If applicable)

12. Copy of marriage certificate or relationship registration

13. Current passports (front and back)

14. National ID card

15. If your name has changed or the name of anyone included in your application has changed: evidence of the name change.

16. Birth certificate or matriculation certificate, which has your date of birth and name of both of your parents.

17. National Police Check²

² For anyone who has spent a total of 12 months or more in any country since turning 16 years of age.

We Are Here To Serve You

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