



AUSTRALIAN EMBASSY SEOUL  
VISA & CITIZENSHIP OFFICE

## **Temporary Work (Short Stay Activity) Visa (subclass 400)**

### **Application Document Checklist**

This document lists the information and supporting documents required for your Temporary Work (Short Stay Activity) visa. It also lists additional documents that you may need to provide depending on your individual circumstances.

You must provide copies of the original documents. Certified copies or original documents may be requested during the processing of the visa application. Documents not in English must be translated and notarised by a Notary Public.

You should ensure that you lodge a completed visa application. While you may be asked to provide more information in order to determine whether you meet the criteria for grant of the visa, a decision on the visa application may be made solely on the information provided at the time of application.

**Note:** The Visa Application Charge (VAC) 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 or if the applicant requests for withdrawal of the visa application.

**After completing this checklist, please attach it to the front of your application.**

<b>Forms, charges and others</b>	✓
<p>You need to apply and pay visa application charge online via ImmiAccount: See: <a href="#">ImmiAccount</a></p> <p>Visa application charge: See: <a href="#">Fees</a></p>	
<b>Appointing an authorised recipient</b>	✓
<p><a href="#">Form 956, Advice by a migration agent/exempt person of providing immigration assistance</a></p> <p>or</p> <p><a href="#">Form 956A, Appointment or withdrawal of an authorised recipient</a></p>	
<b>Personal documents</b>	✓
<p>Copy of valid passport with pages containing bio-details, stamps, and visa labels for all people included in the application.</p> <p><b>Note:</b> Original passport may be requested after lodgement of the application if considered necessary by the Visa Processing Officer.</p>	
Copy of alien registration certificate (both sides)	
<p>If you are a holder of Taiwanese compatriot passport: Evidence of a right of re-entry to the country of origin or a third country</p> <p>See: <a href="#">Arrangements for Taiwanese passport holders</a></p>	
If you are a holder of Chinese passport: A copy of National ID card	
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 statements or billing accounts in joint names)	
<b>Children younger than 18 years of age</b>	✓
<p>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:</p> <ul style="list-style-type: none"> <li>• copies of official legal documents, such as a court-issued custody, access or guardianship order</li> <li>• a <a href="#">statutory declaration</a> giving their permission</li> <li>• <a href="#">Form 1229 Consent form to grant an Australian visa to a child under the age of 18 years</a> (125 kB PDF).</li> <li>• Birth certificate (For Koreans: Family Relation Certificate and Identification Certificate issued <u>under the child's name</u>)</li> </ul>	

<p>If you use statutory declaration or Form 1229, you will have to attach a copy of the other parent's government issued identification document (such as a passport or driver's licence) with their photograph and a signature.</p>	
<p><b>Financial Support</b></p>	
<p>Evidence of your financial capacity to support yourself and your accompanying family members while you and your accompanying family members are in Australia</p> <p>Example (not limited to):</p> <ul style="list-style-type: none"> <li>- A letter of financial support from your employer</li> <li>- A letter of financial support from an Australian inviting organisation</li> </ul>	-
<p><b>Your activities in Australia</b></p>	✓
<p>If you are doing highly specialised work</p>	
<ul style="list-style-type: none"> <li>• Letter of job offer or your employment contract showing details of the position, the duration of the work, your role or duties and the reason you are required. The evidence should also include that your employment conditions satisfy Australian workplace standards and that your activities will not adversely impact Australian workers.</li> <li>• If you are doing freelance work: a copy of your proposed itinerary.</li> <li>• If you are applying to work on an entertainment industry production: evidence that the production will not be shown in Australia, such as a distribution contract.</li> </ul> <p>If you are required to stay in Australia more than 3 months a strong business case and evidence that your employment conditions satisfy Australian workplace standards need to be provided.</p>	
<p>If you are visiting as emergency workers and on other exceptional circumstances such as coming to Australia after a natural disaster</p>	
<p>A letter of support from an Australian Commonwealth, state or territory emergency authority.</p>	
<p>If you are a Foreign Affairs student or recipient</p>	
<p>A letter of support from the Australian Minister for Foreign Affairs</p>	