



AUSTRALIAN EMBASSY TOKYO  
VISA & CITIZENSHIP OFFICE

## **Partner Visa (Subclass 309/100)**

### **Application Document Checklist for Applicants and Sponsors**

This document lists the information and supporting documents required for your Partner visa (subclass 309/100). 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 by an accredited or professional translator. For clients in South Korea, English translation need to be 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.**

# Applicant

<b>Forms, charges and others</b>	✓
<a href="#">Form 47SP, Application for migration to Australia by a partner</a> (only when applying by paper application)	
<a href="#">Visa application charge</a>	
<b>Appointing an authorised recipient</b>	✓
<a href="#">Form 956, Advice by a migration agent/exempt person of providing immigration assistance</a> or <a href="#">Form 956A, Appointment or withdrawal of an authorised recipient</a>	
<b>Personal documents</b>	✓
Copy of valid passport (preferably certified) with pages containing bio-details, stamps, and visa labels for all people included in the application. <b>Note:</b> Original passport may be requested after lodgement of the application if considered necessary by the Visa Processing Officer.	
1 passport-size photograph	
If you are a citizen of a country other than South Korea or Japan: Copy (both sides) of Alien Registration Card for South Korea and Residence Card for Japan	
Birth certificates for all members of your family unit (i.e. children) - whether or not they are applying to migrate to Australia with you. For South Korean nationals, please provide the Family Relation Certificate and Identification Certificate. For Japanese nationals, please provide Koseki-Tohon.	
Your divorce certificate (if applicable)	
If your application includes children under 18 years of age - unless both parents are included in this application: <ul style="list-style-type: none"> <li>• consent to grant an Australian visa signed by the parent who is not included in this application and a copy of the non-accompanying parent's passport <b>See:</b> <a href="#">Form 1229, Consent form to grant an Australian visa to a child under the age of 18 years</a>; or</li> <li>• Court statement stating that you have full parental right to decide where the child/children can live without their non-accompanying parent's consent</li> </ul>	
If your application includes anyone who is 18 years of age or older and is not your partner: <ul style="list-style-type: none"> <li>• <a href="#">Form 47a, Details of child or other dependent family member aged 18 years or over</a></li> </ul>	
<b>Character documents</b>	✓
If you or anyone included in the application has served in the armed forces of any country – military service record or discharge papers.	

<p>Police checks for everyone included in the visa application who is 16 years of age or older:</p> <ul style="list-style-type: none"> <li>• an Australian National Police Check for anyone who has spent a cumulative total of 12 months or more in Australia since turning 16 years of age</li> <li>• police certificates from each country in which anyone in your application has spent a cumulative total of 12 months or more in the past 10 years since turning 16 years of age.</li> </ul> <p><b>See:</b> <a href="#">Character and police certificate requirements</a></p>	
<p>Form 80 – <i>Personal particulars for assessment including character assessment</i></p> <p><b>See:</b> Form 80 - <i>Personal particulars for assessment including character assessment</i> (<a href="http://www.border.gov.au/Forms/Documents/80.pdf#search=form%2080">http://www.border.gov.au/Forms/Documents/80.pdf#search=form%2080</a>)</p>	
<p><b>Health examinations</b></p>	✓
<p><b>Online visa applicant:</b></p> <p>You need to complete your medical history information online and download a Referral Letter after you lodge your application online</p> <p><b>Paper visa applicant:</b></p> <p>Health Examination List from the processing office will be sent to you after you lodge your paper visa application</p> <p><b>See:</b> <a href="#">Health examinations for visa applicants</a></p>	
<p><b>Evidence of your relationship</b></p>	✓
<p><b>Married applicant only:</b></p> <p>Marriage certificate</p>	
<p><b>De Facto Partner only:</b></p> <p>Evidence to prove that you have been in a genuine and continuing de facto partner relationship with your sponsor at least 12 months immediately preceding the application date; or</p> <p>Relationship certificate if your de facto partner relationship is registered with the Registry of Birth, Death and Marriage prior to your application is made</p>	
<p>Evidence to prove that your partner relationship with your sponsor is genuine and continuing with regards to four aspects:</p> <ul style="list-style-type: none"> <li>• Financial aspects</li> <li>• Nature of household</li> <li>• Social context</li> <li>• Nature of commitment</li> </ul> <p>You can find information on types of evidentiary documents at page 40-42 of <a href="#">Booklet 1, Partner Migration</a>.</p>	
<p><a href="#">Form 888, Statutory declaration by a supporting witness in relation to a Partner or Prospective Marriage visa application</a></p>	

# Sponsor

<b>Forms</b>	✓
<a href="#">Form 40SP, Sponsorship for a partner to migrate to Australia</a> (only when applying by paper application)	
<b>Personal documents</b>	✓
Evidence of Australian citizenship or Australian permanent residence (e.g. copy of Australian passport, Australian permanent resident visa, Australian citizenship certificate); or Evidence of eligible New Zealand Citizenship (e.g. copy of New Zealand passport with passport pages showing Australian Immigration Stamps with relevant dates) <b>See:</b> <a href="#">What is an Eligible New Zealand Citizen</a>	
1 passport-size photograph	
Your divorce certificate (if applicable)	
<b>Character documents</b>	✓
<ul style="list-style-type: none"> <li>an Australian National Police Check (Required regardless of stay period or age unless you have never spent any time in Australia); and</li> <li>police certificates from each country in which you have spent a cumulative total of 12 months or more in the past 10 years since turning 16 years of age.</li> </ul> <b>See:</b> <a href="#">Character and police certificate requirements</a>	
<b>Others</b>	✓
Employment certificate	