



AUSTRALIAN EMBASSY TOKYO  
VISA & CITIZENSHIP OFFICE

## **Prospective Marriage Visa (Subclass 300)**

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

This document lists the information and supporting documents required for your Prospective Marriage visa (subclass 300). 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>If you or anyone included in the application has been widowed, divorced or permanently separated: a copy of the death certificate, divorce documents, or <a href="#">statutory declaration</a> separation documents.</p> <p>Marriage Relation Certificate for South Korean applicants and Koseki-Tohon for Japanese applicants are required.</p>	
<p>Evidence that you and your prospective spouse have met face-to-face as adults and are personally known to each other.</p>	
<p>Evidence that you will marry your prospective spouse within nine months of being granted the visa.</p> <ul style="list-style-type: none"> <li>• Such evidence must be a signed and dated letter on letterhead from an authorised marriage celebrant who will conduct your wedding ceremony. The letter must include the place and date (or date range) on which the planned marriage ceremony may take place.</li> <li>• If a decision on your visa application cannot be made before your intended marriage date, you may be requested to provide a new letter with a revised marriage date at the time of assessment of your visa application.</li> </ul>	
<p><a href="#">Form 888, Statutory declaration by a supporting witness in relation to a Partner or Prospective Marriage visa application</a></p>	
<p>Written statements showing the history of your relationship, such as:</p> <ul style="list-style-type: none"> <li>• how, when and where you first met</li> <li>• how your relationship developed</li> <li>• when you became engaged</li> </ul>	

<ul style="list-style-type: none"><li>• joint activities</li><li>• significant events in the relationship</li><li>• your future plans as husband and wife.</li></ul>	
<p>Evidence that you and your prospective spouse genuinely intend to live in a married relationship – The department knows that it is often difficult to provide evidence of your intention in the future to live with your prospective spouse in a spouse relationship. The required evidence depends on the circumstances of each case. If you have evidence that relates to the following aspects, you should submit this with your application:</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 between pages 40 and 42 in <a href="#">Booklet 1, Partner Migration</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	