



Visitor visa (subclass 600) - Business Stream Application document checklist

This document lists the information and supporting documents required to lodge a complete application. It also lists additional documents that you may need to provide depending on your individual circumstances.

More information about this visa is available.

See: [About this Visa](#)

Important: Do not provide original documents unless requested. You should provide VFS witnessed or notarised copies of original documentation. Documents that are not in English must be accompanied by accredited English translations.

You should ensure that you lodge a complete visa application. While the department may ask you 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 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.

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

Forms, fees and charges	✓
Form 1415 <i>Application for a Visitor Visa – Business Visitor Stream</i>	
Visa application charge. See: Visa Charges Or provide the following documents to show that you do not need to pay the charge: <ul style="list-style-type: none"> • to act as a representative of a foreign government: a Third Party Note from your ministry 	
If you authorise another person to receive all communications about your application with the department, provide Form 956	
Personal documents	✓
Notarised copy of all pages of current passport, including the bio data page, alterations page and back page of the passport (Please note, VFS Global can witness a copy of your passport at their office at the time of lodgement). If you have held any passports previously, kindly include copies of all used pages of the old passport.	
One recent passport-sized photograph (45 mm x 35 mm) The photograph should be of the head and shoulders only against a plain background.	

• Print the name of the person on the back of the photograph	
Children younger than 18 years of age	✓
Children under 18 must provide a notarised 'no objection certificate' from any non-accompanying parent authorising their travel to Australia along with copies of the parents' passports. See: Form 1229 - Consent to grant an Australian visa to a child under the age of 18 years.	
Where children are travelling or staying with non-relatives, provide the full name, nationality and the date of birth of the person the child will be staying or travelling with. A declaration of support signed by the person responsible for that child in Australia. <i>Form 1257 Undertaking declaration can be used for this.</i> See: Form 1257 Undertaking declaration	
Financial Documents	✓
Copies of bank statements (personal and business) for the 6 month period preceding the visa lodgement, showing a consistent savings history. Taxation documents for the last three years. It is important to provide evidence of your own financial status even if your travel is being funded by another individual/. Your own financial status is a factor we consider in assessing whether your personal circumstances would encourage you to return to your home country.	
Employment Details	✓
<i>If you are employed:</i> Letter from your employer – stating your position and salary, length of employment, confirming the reason for your travel and providing contact details of the person providing the letter. <i>If you are self-employed:</i> Business registration. If your business registration certificate does not carry your name, please provide supporting documentation to establish links to business.	
Health and Character documents	✓
All applicants must meet character requirements. See: Character and penal clearance requirements	
You may be asked to undergo medical and x-ray examinations. See: Health requirements	
AusAID student or recipient	✓
Please provide a letter of support from the AusAID Minister if you have ever been a recipient of AusAID sponsorship.	
Other documents	✓
<ul style="list-style-type: none"> • A letter of invitation from the host organisation in Australia • Conference/event registration details • Detailed itinerary, with contact details of the business parties involved • Your employment contract • Details of your educational and professional qualifications 	