

AUSTRALIA BUSINESS VISA

Documents	Particulars
Passports	* Original Passport with atleast 6 months validity and atleast 2 blank pages. - copy of all pages of current passport, including the bio data page, alterations page and back page of the passport * Original old passport booklets if any
Photographs	* 1 Digital photo * White background; Glossy finish; 80% face coverage with a little shoulder to be seen; Eyes and face to be clearly visible;
Covering Letter	* A covering letter per individual / family/ company addressed to The Visa Officer, Australian High Commission * The Covering Letter should brief the profile of the applicants and the purpose of travel with travel dates * Covering Letter has to be on the company letterhead for officials / sponsored applicants
Bank Statements	* Original 6 months personal and company's online bank statements * Bank statements should be of relevant and active accounts which shows the proof of funds and income * Bank statements should be of a closing date closer to the date of visa application
IT Returns	* Latest 3 years Income Tax Acknowledgement / ITR-V (Sarl) of individuals and the company
Itinerary / Air tickets	* Return airtickets with all internal flight / train tickets if any
Purpose of Travel / Accommodation	* Original Introduction letter from the employer on a business letterhead signed & stamped by HR or directorate mentioning your position, duration of your service, the dates and purpose of the trip and if your expenses are being covered by the employer/company. * A letter of invitation from the host organisation in Australia * Detailed itinerary, with contact details of the business parties involved * Conference/event registration details * Your employment contract * Details of your educational and professional qualifications
Supporting Credentials	Businessmen: * Proprietorship certificate / Certificate of Registration / Memorandum of Association, Articles of Association / Partnership Deed / PAN Card * NOC from other partners or Directors in case of partnership Employees: * Leave sanction letter from the company (from the Government body in case of Government employees / public servants) * Last 3 months Salary Statements (only for Private firms) * Company ID card (optional) * Retirement Certificate or Letter / Copy of Pension Book (for retired employees) * Pension statements for the last three months; Students: * Leave sanction letter from the educational institution (for travel during working days) * Bonafide Certificate from the educational institution (for travel during vacations) * School/ College ID card (optional) Newly Wed / Honeymooners (if the spouse's name is not endorsed in their passports): * Marriage Certificate (Original) * Wedding Invitation card / Photographs (in case the marriage certificate is not ready) Children travelling and unaccompanied by both the parents / either parent * A notary attested NOC on a stamp paper from both / either of the parent respectively if both/either of them unaccompany * Passport copies / copy of both / either of the parents * In case parents don't have passports, birth certificate of the applicant and copies of the ID cards of the parents. Travellers unaccompanied by spouses/partners * A notary attested NOC on a stamp paper from the unaccompanied spouse * Passport copy of the unaccompanied spouse. If not a passport holder, any Govt ID Proof mentioning spouse name can be submitted. Additional supporting documents if available * FD Receipts from banks * Public shares / debentures certificate * Asset evaluation report from a CA
Health requirements	* Note: If you are applying for a long stay Visitor visa or are 75 years or over, you will be asked to undergo a health assessment and may be asked to show that you have medical insurance to cover your intended stay in Australia
Disclaimers	* The above list of documents are the standard requirements for the visa application. The Embassy / Consulate/ High Commission/ Application Centres hold the rights to demand further documents for verification. * BPVS offers Visa Facilitation services to our customers against a Service Fee * BPVS at no stage guarantees the outcome of any visa application. The decisions on the Visa applications would be at the sole discretion of the respective Embassy/ Consulate / High Commission

Information Updated on 05.06.2024