



Australian Government  
Australian Embassy Moscow

## BUSINESS SHORT STAY VISA- DOCUMENT CHECKLIST

- ◆ YOU MUST PROVIDE ALL OF THE DOCUMENTS LISTED BELOW WHEN YOU LODGE YOUR APPLICATION FOR A SUBCLASS 456 BUSINESS SHORT STAY VISA. IF YOU DO NOT PROVIDE THESE, YOUR APPLICATION MAY BE REFUSED.

- Evidence of payment of the **VISA APPLICATION CHARGE**
- FORM 456**- Please answer all questions and sign the form
- Two passport sized, colour **PHOTOGRAPHS** for each applicant – less than one year old
- A valid *signed* **PASSPORT**, valid for your planned period of stay in Australia, or a copy of each page of your valid passport. Ensure there is at least one page free for the visa label
- Evidence of **PREVIOUS INTERNATIONAL TRAVEL**, such as copies of your previous passports and visas
- Objective financial documents detailing sufficient funds for the visit to Australia (eg bank statements)
- Evidence of your business background and experience.
- Documents supporting the purpose of your business visit. These could include:
  - a supporting letter from your current employer or business organisation detailing the reasons for the visit and your proposed business role in Australia
  - a letter of invitation from the Australian inviting business organisation
  - an itinerary with contact details of relevant parties
  - evidence of relevant qualifications, industry registrations or professional memberships
  - evidence of active business operations in your home country
  - details of any previous links with Australian business people or organisations
  - evidence that you are planning to attend a conference.

**People intending to attend an event registered with DIAC's International Events Coordination Network (IECN) do not need to provide a letter of invitation. Please check with your inviters if their event is registered with IECN.**

- Any other information or documentation that you believe may be relevant to the application;
- If a child under 18 years of age is included in your application, you must provide:
  - the child's **BIRTH CERTIFICATE**, and
  - if the child is travelling without both parents, the non-travelling parent(s) must provide **WRITTEN CONSENT FOR THE CHILD TO TRAVEL** to Australia. This signed statement must be witnessed by a notary and must be accompanied by a copy of the non-travelling parent's passport or other identification.
- Please note:** If your inviter, migration agent, family member in Australia or in your own country, or any third person is seeking information about your application, we must have written consent from you to liaise with that person. You may provide this permission on the application form, in writing, or by providing a completed, signed [Form 956](#) or [Form 956A](#)

A fully completed and signed [Passport Return Authority](#) - . If you wish to arrange for a courier to collect your passport, you will be responsible for all arrangements and associated costs.

You may be asked to provide further information depending on your individual circumstances. If this is the case, you will be advised after your application has been received and assessed.

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- ◆ ALL PERSONAL AND IDENTIFICATION DOCUMENTS, SUCH AS BIRTH, MARRIAGE AND DIVORCE CERTIFICATES, MUST BE ACCOMPANIED BY A CERTIFIED ENGLISH TRANSLATION. DOCUMENTS SHOULD BE CERTIFIED BY A NOTARY AND TRANSLATED BY AN ACCREDITED TRANSLATOR.
  - ◆ COPIES OF SUPPORTING DOCUMENTS, SUCH AS WORK CERTIFICATES, OWNERSHIP CERTIFICATES, AND BANK STATEMENTS DO NOT HAVE TO BE CERTIFIED. HOWEVER, IF THEY ARE IN LANGUAGES OTHER THAN ENGLISH OR RUSSIAN THEY MUST BE ACCOMPANIED BY A CERTIFIED ENGLISH TRANSLATION.
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All relevant forms are available from the website of the Department of Immigration and Citizenship (DIAC) at:  
[www.immi.gov.au/allforms](http://www.immi.gov.au/allforms)

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