



3 simple steps to get your visa



Fill the forms in

Please gather all the required documents (accordingly to the attached visa checklist), and kindly fill the forms in. If you have any doubts please feel free to contact us.



Deliver them to us

Double check you have all the required documents (accordingly to the attached visa checklist). Put them into envelope and deliver to us. We will check your application and lodge it with embassy.

All Postal deliveries:

PO BOX 5690
London
W1A 5UY

Courier or in person deliveries

Office 325
Linen Hall
162-168 Regent Street
London W1B 5TE



Collect your visa

When we collect and check your visa from the embassy, we will get in touch with you to confirm you were awarded visa. Then we will schedule despatch of your passports with visa back to you.

AUSTRALIA TEMPORARY WORK SHORT STAY ACTIVITY (SUBCLASS 400) STANDARD VISA FOR UNITED KINGDOM NATIONALS

- A copy of the biographical data page(s) of the applicant's passport
- Biometrics (finger print scan)
 - This maybe requested by the Embassy after we submit your application. We will advise accordingly.
- Evidence of employment in Australia
 - Provide evidence of your work and conditions of employment while working in Australia. This may include a letter of job offer or a copy of your Employment contract
- Proof of Identity
 - A copy of the applicant's birth certificate showing both parents' names or a driving licence.
- One fully completed and signed supplementary Authorised recipient form 956A . This is available in our downloadable pack.
- Visa application form 1400. This is available in our downloadable pack.
- Evidence of qualifications, skills and experience
 - Provide evidence of qualifications, skills and experience necessary to carry out the duties and fulfil the responsibilities of the position you intend to undertake in Australia (degrees, certificates).
 - Applicant's CV can be used as an alternative (based on previous applicant).
- Evidence of current employment or self-employment
 - This could include a letter from your employer stating your current role or a copy of your employment contract.
- Evidence of personal Financial Status
 - Provide evidence of your personal financial status. This may include a certified copy of your personal bank statement or recent pay slips.
- Evidence of Health insurance. Provide one of the following:
 - A signed health insurance letter from a health insurance provider
 - A Medicare card or receipt of enrolment with Medicare
 - Evidence of adequate health insurance (including travel insurance) to cover your initial stay in Australia, provided you will be eligible for Medicare in Australia
 - Evidence that you hold a passport from the Republic of Ireland (if applicable).
- Travel and Stay Itinerary
 - Provide evidence of your intended travel and work itinerary while in Australia
 - Hotel or flight bookings
- Police Clearance Certificate
 - This maybe requested by the Embassy after we submit your application. We will advise accordingly.

REGENT VISAS ORDER FORM

CONTACT NAME

TELEPHONE NUMBER

ADDRESS

Line 1	<input type="text"/>
Line 2	<input type="text"/>
City	<input type="text"/>
Country	<input type="text"/>
Postcode	<input type="text"/>

EMAIL ADDRESS

ONLY COMPANY

Company name

VAT NO.

Purchase order No.

<input type="text"/>
<input type="text"/>
<input type="text"/>

APPLICANT DETAILS:

No.	Name and Surname	Nationality	Passport number
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>

VISA DETAILS:

No.	Visa type	Visa service type	Date of travel	Documents required by
1.	Australia Temporary Work Short Stay Activity (subclass 400)	Standard	<input type="text"/>	<input type="text"/>

DISPATCH METHOD

In Person	<input type="radio"/>
Special Delivery	<input type="radio"/>
To Be Confirm	<input type="radio"/>
Pre-paid RMSD Enclosed	<input type="radio"/>
Pre 9am Special Delivery	<input type="radio"/>
Saturday Special Delivery	<input type="radio"/>
Saturday 9am Special Delivery	<input type="radio"/>
Courier	<input checked="" type="radio"/>

PAYMENT METHOD

Cash (in person upon collection)	<input type="radio"/>
Cheque (Please enclose cheque to this form)	<input type="radio"/>
Paypal	<input type="radio"/>
BACS	<input type="radio"/>
Card	<input type="radio"/>

CARD NO.

SECURITY CODE:

CARD TYPE:

<input type="radio"/>	VISA
<input type="radio"/>	VISA DEBIT
<input type="radio"/>	MAESTRO
<input type="radio"/>	MASTER CARD

VALID FROM DATE:

EXPIRY DATE:

PRINT NAME

SIGNATURE

DATE

By signing this order form, I agree to the terms and conditions of the Regent Visas Visa Application Service. I agree to pay the fee for the Visa Application Service and to provide the necessary documents, up to and including the return of my documents and passports. Also I give authorisation to charge variable amount to my credit/debit card.