



Temporary Work Visa (International Relations) (subclass 403)

Application Checklist (Thailand and Laos)

Who should apply for a Temporary Work (International Relations) Subclass 403?

This visa allows you to come to Australia on a temporary basis

- in relation to a bilateral agreement (Government Agreement Stream)
- to represent a foreign government or to teach a foreign language in an Australian school (Foreign Government Agency stream)
- to do domestic work for a diplomat (Domestic Worker Stream)
- as a person with statutory privileges and immunities (Privileges and Immunities Stream)
- to participate in the program of seasonal work (Season Worker Program Stream)
- to participate in the Pacific Labour Scheme program where endorsed by the Department of Foreign Affairs and Trade (DFAT).

This fact sheet provides information on Streams processed by Bangkok Office – Government Agreement, Foreign Government Agency and Domestic Worker. For additional information on other Streams, see: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/temporary-work-403>.

Government Agency Stream

Allows you to come to Australia under the terms and conditions of a bilateral agreement between the Australian Government or an Australian state or territory government and the government of another country.

To apply for this visa you must:

- be engaged in Australia under a bilateral agreement between Australia and another country,
- provide evidence that you meet the terms and conditions of the agreement and that your stay in Australia has the support of both the Australian signatory and the foreign signatory to the agreement,
- provide evidence that the Australian signatory is satisfied that you will be employed or engaged in accordance with Australian labour laws and practices, unless that requirement is stated in the agreement,
- comply with all necessary licensing or registration requirements associated with your employment or engagement,
- have evidence from either the Australian or the foreign signatory indicating how long the position lasts.

If family members are coming to Australia with you, the bilateral agreement must allow them to enter Australia, the Australian signatory must agree to their stay in Australia, and your family members must meet the requirements of any terms and conditions of the relevant agreement that apply to them.

We might ask you for a copy of the government agreement after you apply. The agreement must be written in English.

Foreign Government Agency Stream

Allows you to come to Australia as a representative of a foreign government who will not be given official status in Australia by the Department of Foreign Affairs and Trade (DFAT), or a person who is to be employed as a foreign language teacher by a foreign government in an Australian school.

To apply for this visa you must be either:

- a representative of a foreign government agency who will not be given official status in Australia by the Department of Foreign Affairs and Trade (DFAT) and have a letter of support from your government ministry or agency naming you as a foreign government agency representative,
- a foreign language teacher who will be employed by a foreign government in an Australian school, have a letter of support from your government ministry or agency naming you as a foreign language teacher, and have a letter of support from the Australian school,
- you must provide a statement as evidence that your employment in Australia will benefit Australia (the statement can be part of the statement of support from your government ministry or agency).

Domestic Worker Stream

Allows you to do domestic work in the household of an eligible Diplomatic (Temporary) visa (subclass 995) holder.

To apply for this visa you must:

- be outside Australia when lodging your initial application for Domestic Worker stream,
- have turned 18 years of age,
- intend to perform full-time domestic duties exclusively in the household of an eligible holder of a Diplomatic visa (subclass 995) in Australia,
- have an employment contract in accordance with Australian workplace conditions, as well as applicable state and territory legislation,
- undergo an interview with the Department,
- have the support of the Department of Foreign Affairs and Trade (DFAT).

I am taking my family with me; can they be included in my application?

You can bring dependent family members with you to Australia if you apply for this visa under one of the following streams: Government Agreement, Foreign Government Agency, or Privileges and Immunities.

You should include your family members in your visa application. If you do not include them in your application, your family members must apply separately. To apply separately your family members will need to complete an application for a Temporary Work visa (Subsequent Entrant) form online alternatively they can complete Form 1403 - Application for a Temporary Work (International Relations) visa and follow the Lodging your Application instructions on Form 1403.

What if I want to extend my stay in Australia?

If you want to stay longer once you are in Australia, you might be able to do so by completing a new visa application, providing appropriate evidence, and paying the visa application charge. With appropriate support Domestic Worker stream applicants can apply for another 403 visa within the same stream.

If you would like to migrate or spend longer periods in Australia, you may wish to consider other visa options.

Can I work on a Temporary Work (International Relations) Visa Subclass 403?

This visa allows you to stay in Australia temporarily to participate in the work or activity specified in your application.

How do I lodge my application?

Online lodgement

You can lodge your application online through ImmiAccount, which you can access via <https://online.immi.gov.au/lusc/login>.

If you lodge your application online through [ImmiAccount](#), you **must** upload all supporting documents into the system **at the time** of lodgement.

Biometrics collection

Most applicants lodging visa applications in Thailand, regardless of nationality, need to attend in person to provide their biometrics (fingerprints and a digital facial photograph) as part of the visa application process. The collection of biometrics is conducted at an AVAC in Bangkok or Chiang Mai. Please take your original passport with you. For further information on biometrics, see: <https://immi.homeaffairs.gov.au/help-support/meeting-our-requirements/biometrics>.

Bangkok	Chiang Mai
The Trendy Office Building 28th floor, Sukhumvit Soi 13, Klongtoey-Nua, Wattana, Bangkok 10110 (NANA BTS station, exit 3)	Siriphanich, 191 Huaykaew Road, Suthep, Muang, Chiang Mai (opposite MAYA Lifestyle Shopping Centre)
Telephone: 02 118 7100 Email: info.auth@vfshelpline.com	Telephone: 02 118 7100 Email: info.auth@vfshelpline.com
Further information on the Australia Visa Application Centres in Thailand, please see: www.vfsglobal.com/Australia/Thailand	

How much will this visa cost?

There is a charge for this application. This will not be refunded if your application is unsuccessful, or if you decide to withdraw your application after you have lodged it.

VFS Global will charge fees for biometrics collection in addition to the scheduled fee charged by the Australian Government for visa applications.

For Australian Government fees, see: <https://immi.homeaffairs.gov.au/visas/visa-pricing-estimator>

For VFS Global fees, see: www.vfsglobal.com/Australia/Thailand

How long will it take?

Global visa and citizenship processing times will be updated monthly, providing you with an indicative timeframe for processing applications. Processing times are impacted each month by changes in application volumes, seasonal peaks, complex cases, and incomplete applications. Processing times include applications lodged online and by paper.

For current processing times, please visit: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-processing-times/global-visa-processing-times>

Please note that we are unable to provide any updates on the progress of your application if it is within the global processing time.

Do not make arrangements to travel to Australia until you are advised in writing that you have been granted a visa. We are unable to expedite visa applications on the grounds of pre-booked travel commitments.

Should I provide original documents?

Do not provide original documents unless specifically requested. You should provide 'certified copies' of original documentation. Documents not in English must be accompanied by accredited English translations. 'Certified copies' are copies authorised, or stamped as being true copies of originals, by a person or agency recognised by the law of the country in which you currently reside.

For further information on certifying translating documents see: <https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/on-paper/certified-copy>

What if my circumstances change after I lodge my visa?

If there are any changes in your circumstances following lodgement of your application, you are obliged to inform us about them. You may use Form 1022 Notification of Changes in Circumstances for this purpose.

What will help me get my application processed faster?

You should ensure you lodge a complete application with all relevant information and supporting documents. A decision on your application may be made without further requests for information.

Note: the Visa Application Charge (and any other associated service fees) will not be refunded if a decision is made to refuse to grant the visa because you did not satisfy the criteria for grant of the visa.

Do I need to have a health examination?

Generally, applicants for this visa are not required to have a medical examination. A medical may be requested if you:

- are likely to enter a hospital or health care area, including nursing homes, for any purpose
- are over the age of 75
- present any indications you may not meet the health requirement
- wish to stay in Australia for 6 months or more.

The Department uses an online health system to record your health examination results and conduct your health assessment. Generally, medical examinations can be conducted only after a visa application has been validly lodged with the Embassy. After the application is lodged, the case officer will provide you with a "Health Assessment" letter (by email, mail or fax). The Panel Physician will need to see this letter as part of the medical examination process and you should take the letter with you when you go to the Panel Physician for your examination.

Medical examinations must be undertaken by a doctor from a list of approved doctors provided by the Department of Home Affairs. A list of these doctors is on the Department's website:

<https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations/list>

Please note: Applicants may be asked to attend a health examination more than once if further examination or follow-up is required.

Do I need to provide police clearances?

You may be requested to provide police clearances, depending on your circumstances. If requested, applicants need to provide police clearance certificate(s) from every country the applicants (if aged 16 years and over) have resided in for a total of 12 months or more during the last 10 years. For instructions on obtaining a certificate from an overseas government or law enforcement authority, refer to the relevant

country information on our website: <https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations/list>.

If you are required to provide an Australian police clearance certificate, you must complete the Australian Federal Police (AFP) National Police Check application form which is available at the AFP National Police Checks page on the AFP website: <https://www.afp.gov.au/what-we-do/services/criminal-records/national-police-checks>.

About your visa

We electronically record all visas issued to non-citizens providing them permission to travel, enter and/or remain in Australia. The Australian Government does not provide visa labels.

When you receive your Australian visa you are issued with a visa grant notification letter that explains the conditions of your visa including period of validity and entry requirements. You should retain this for your own reference and may wish to carry it with you when you travel as it contains important information about your visa. The information contained within the visa grant notification letter will help you check your visa details online using the Department's Visa Entitlement Verification Online service, known as VEVO.

Can I ask another person to deal with the Department on my behalf?

Australian privacy law prevents the Department from responding to enquiries from people not authorised by the visa applicant. This includes the person providing support to the application. If you want to authorise another person to be able to discuss your application with this office, or receive correspondence about your application, you must do so in writing. If you have not advised of an authorised recipient appointment in your visa application form you can:

- Submit a completed Form 956 or 956A which **must be** signed by the both applicant and authorised person, or,
- Advise the Department in writing (for example, by email or letter) and include the name and address of the authorised recipient.

For further information on appointment an authorised recipient visit: <https://immi.homeaffairs.gov.au/help-support/who-can-help-with-your-application/overview>.

For more information on appointing a Migration Agent visit: <https://immi.homeaffairs.gov.au/help-support/who-can-help-with-your-application/using-a-migration-agent>.

Application Document Checklist

You must provide all relevant documents when you apply. Some documents could take time to obtain. You should have them ready and submit them when you apply. We can make a decision using the information you provide when you lodge your application. It is in your interest to provide as much information as possible with your application.

This application document checklist details the information and supporting documents (personal, health and character) required to assist with the lodgement of a complete application.

You may also need to provide additional information if the Department requests it.

If you lodged online, you should submit (upload) additional documentation online via your ImmiAccount. To attach documents to your application, please login to your ImmiAccount, find the application details page and click on the Attach Document button on the right hand side of the screen. **The maximum size for each file you attach is 5MB.** Additional information regarding the attachment process can be found here: <https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/online>.

Checklist

- Online application form for a Temporary Work (International Relations) (subclass 403) visa.
 - For anyone included in the application who is 18 years of age or older and is not your partner: Form 47A - *Details of child or other dependent family member aged 18 years or over*.
- Visa Application Charge.
- A clear photocopy of your passport biodata page (the page with your photo), along with all stamped pages in your passport. Your passport should be valid for the total period of your stay in Australia, or for a minimum of 6 months.
- One recent passport sized photograph (45mmx35mm), no more than six months old, of you this should be of the head and shoulders only against a plain background. Print your name on the back of your photograph.
- Copy of your National Identification Card.
- Evidence of family (copy of House Registration Certificate, family book or similar), employment and other ties to your country of usual residence.
- Evidence that you have adequate fund or access to adequate funds to support yourself, (and any family members travelling with you) during the period of intended stay, for example, a current bankbook, bank statement or a letter of financial support from your employer.

Government Agreement Stream Requirements

- Evidence that you meet the terms and conditions of the relevant agreement and that your stay in Australia has been agreed to by both the Australian and foreign signatories to the agreement.
- If not stated in the agreement: evidence that the Australian signatory is satisfied that you will be employed or engaged in accordance with Australian labour laws and practices.
- Copies of your qualifications and curriculum vitae (CV) and, if required, a copy of registrations or licenses required for your employment or engagement.

Foreign Government Agency Stream Requirements

- A letter of support from your government ministry or agency, covering you and family members coming with you to Australia.
- If not included in the letter of support: a statement from your government ministry or agency that your employment in Australia would benefit Australia.
- If you are applying as a foreign language teacher: a letter of support from the Australian school.
- A copy of your qualifications and curriculum vitae (CV).
- Copies of any registrations or licences required for your employment or engagement.

Domestic Worker Stream Requirements

- A letter of support from the Department of Foreign Affairs and Trade (DFAT)
- A signed employment agreement between you and your employer
- A copy of your qualifications and curriculum vitae (CV)
- A copy of Australian bank account statements under the domestic workers name must be provided by domestic workers working in Australia.

Applicants under 18 years of age

Where children under 18 years of age intend to travel to Australia, their non-accompanying parent(s) or person(s) with parental responsibility (anyone who can lawfully determine where the child/children is/are to live) may be required to sign a consent form to give permission for the child/children to be granted an Australian visa for the purpose of travel to stay temporarily or permanently in Australia. If one parent, or person(s) with parental responsibility, has lawfully been made solely responsible for making decisions as to where the child/children is/are to live, then only that parent or person needs to sign the consent form.

See: <https://immi.homeaffairs.gov.au/form-listing/forms/1229.pdf>.

Applicants may need to provide:

- Form 1229 to be completed by both parents (or persons with parental responsibility), with evidence of their signatures (ie bio-data pages of passport or other document containing evidence of their signature).
- If Form 1229 cannot be signed by both parents (or persons with parental responsibility), the following should be included:
 - o Evidence of sole custody, or permission from the relevant court authority permitting removal of the child from Thailand or Laos for example:
 - A court order from Thailand or Laos permitting the removal of the child, or
 - A Por Kor 14 covering the custodial circumstances of the applicant, or
 - Death certificate, or
 - Divorce certificate with memorandum covering the custodial circumstances of the applicant.

Department of Home Affairs

Australian Embassy, Bangkok

www.thailand.embassy.gov.au