



Australian Government

Department of Immigration and Border Protection

REQUEST CHECKLIST AND DETAILS

Please provide the following documentation, information or action to process your application for a Working Holiday (Temporary) (class TZ) Working Holiday (subclass 417) visa.

If you are sending documents by mail or courier please do not send original documents unless requested to do so.

If you do not provide the information sought within time, or the information is unsatisfactory, your application may be decided based on the available information.

Hobart Global Processing Centre

OFFICE: Ground Floor 188 Collins Street Hobart TAS 7000

POSTAL: GPO Box 794 Hobart TAS 7001

EMAIL: evisa.WHM.helpdesk@border.gov.au **WEBSITE:** www.border.gov.au

Request Checklist for Wael Guy Michael AL HASSAN

Date of Birth 25 May 1988
Client ID 38847377855
Application Id 645584800

Please see the attached "Request Detail", which provides a detailed explanation relating to the checklist item(s) listed below.

Other requirements

The information provided below explains the requirements relating to the checklist item(s) listed above.

Request Detail

Other Requirements

Please provide the following information:-

Full Employment History (including paid and unpaid)

- date commenced (mm/yy)
- date ceased (mm/yy)
- employer/business name
- nature of business
- occupation
- position description

Education History (including courses withdrawn from)

- date commenced (mm/yy)
- completed/withdrawn (mm/yy)
- course name
- course provider and qualification obtained for each period of study

Please ensure all gaps in employment/education timelines are accompanied by an explanation as to how you spent your time and how you financially supported yourself.

Providing documents

If you lodged your application online you may log back into your account at any time and attach further documents. Please ensure that all original documents are scanned in high quality and colour.

Do not send us original documents unless we ask you for them. If you send copies of your documents, ensure that they are certified copies.

If you provide us with fraudulent documents or claims, this may result in processing delays and possibly your application being refused.

Translating your documents

Documents in languages other than English should be accompanied by an English translation. The English translations must be official certified translations from a National Accreditation Authority for Translators and Interpreters (NAATI) accredited translator. Translations provided by non-accredited translators outside Australia should be endorsed by the translator with their full name, address, telephone number, and details of their qualifications and experience in the language being translated.

Certified copies

For the purposes of the migration legislation, a document is to be certified in writing as a true copy of the original document by:

if the copy is certified in Australia:

- a Justice of the Peace; or
- a Commissioner for Declarations; or
- a person before whom a statutory declaration may be made under the *Statutory Declarations Act 1959* (for example a nurse, legal practitioner, medical practitioner, pharmacist or dentist); or
- a registered migration agent (whose registration is not suspended or subject to a caution).

if the copy is certified outside Australia:

- a person who is the equivalent of a Justice of the Peace or Commissioner for Declarations in that place (for example a public notary); or
- a registered migration agent (whose registration is not suspended or subject to a caution).