



**AUSTRALIAN EMBASSY
PHNOM PENH
Immigration and Citizenship Section**

PROSPECTIVE MARRIAGE VISA (SUBCLASS 300) – APPLICATION DOCUMENT CHECKLIST

This document lists the information and supporting documents required to lodge your application. It also lists additional documents that you may need to provide depending on your individual circumstances. **You may also need to provide additional documentation on request from the Department during the processing of your application.**

While the checklist below is long, it provides you with all the required information. Please take your time to go through it completely, as complete applications are likely to be processed more quickly. Incomplete applications may be delayed or, in some cases, refused. **The Department is not required to contact you if your application is incomplete. It is therefore in your best interest to submit all the required documents with your application.**

Please make sure you photocopy all the required official documents and English translations and present the photocopies and the original documents and English translations of documents to the counter officer so that we can certify the photocopies and return the original documents back to you immediately. **Please note that this office does not photocopy or translate documents.** Only a certified true copy of the original by a Justice of the Peace or other authorised person is acceptable if the original is not available.

Note: If you are granted the Prospective Marriage (Subclass 300) visa, you must not marry before you enter Australia on that visa. However, you must marry your fiancée within nine months of your visa being granted and, if you wish then to apply for a Partner visa, you must do so before your Prospective Marriage visa ceases. Your marriage can take place either in or outside Australia, but you must have entered Australia on the Prospective Marriage visa at least once before the marriage takes place.

Further information on Prospective Marriage Visas is available in: **Booklet 1 – Partner Migration**, Available at <http://www.immi.gov.au/allforms/booklets/books1.htm>.

After completing this checklist, please attach it to the front of your application.

FORMS, FEE AND APPOINTMENT	Check Box
Completed and signed Form 47SP: Application for migration to Australia by a Partner . Available at: http://www.immi.gov.au/allforms/pdf/47sp.pdf . If you are travelling with other family members, their details should be included in the same application form. The form must be signed in all the relevant places and each person included in the form, who is aged 18 years or over, must have signed the Australian values statement.	
Completed and signed Form 40SP: Sponsorship for a partner to migrate to Australia . Available at http://www.immi.gov.au/allforms/pdf/40sp.pdf . This form should be completed by your sponsor.	
Visa Application Charge. Information on current Visa Application Charges is available at: http://www.immi.gov.au/allforms/990i/partner.htm .	
You must make an appointment to lodge an application . Appointments can be made by phone, fax or email using the appointment contact details provided at the bottom of this letter.	

No. 16B National Assembly Street, Sangkat Tonlebasac, Khan Chamkarmon, Phnom Penh, CAMBODIA

Appointments: Email: immigration.phnompenh.appointments@dfat.gov.au Tel: 855-12-810-752 Fax: 855-23-213-465

Enquiries: Email: immigration.phnompenh@dfat.gov.au Tel: 855-23-213-470 Fax: 855-23-213-465

Website: <http://www.cambodia.embassy.gov.au/>

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PERSONAL DOCUMENTS - APPLICANT	Check Box
All pages of current passport and any recent passports of all migrating applicants included in the application (originals) covering the entire period from when the applicant and sponsor first met until now. This should also include the bio data pages and expiry pages. If you have not yet obtained a passport, the Department will request it at a later date if required.	
4 recent passport sized photographs of all persons included in the application. The name and dates of birth of the applicants should be written on the back of each photograph.	
Family Book and Residence Book (for Cambodian citizens).	
Full birth certificates of all applicants included in the application, as well as all dependents in the application whether migrating or not, showing both parents' names.	
Single certificate for the applicant.	

PERSONAL DOCUMENTS - SPONSOR	Check Box
<p>Evidence that your sponsor is aged 18 years or older and is an Australian citizen, Australian permanent resident or eligible New Zealand citizen, such as:</p> <ul style="list-style-type: none"> • Certified copy of birth certificate. • Australian passport or foreign passport containing evidence of permanent residence. • Australian citizenship certificate. • Evidence that your sponsor usually resides in Australia. • For New Zealand citizens, evidence of length of residence in Australia and of continuing links with Australia. 	
<p>One of the following documents to show your sponsor's employment during the last two years:</p> <ul style="list-style-type: none"> • Australian income and/or overseas tax assessment notice. • A letter from their employer confirming length of employment and annual salary. • Payslips. • If your sponsor is self employed or self funded from other sources, business documents or a letter from your sponsor's accountant. 	
Certified copies of all pages of current passport and any recent passports of sponsor covering the entire period from when the applicant and sponsor first met until now.	
2 recent passport sized photographs of your sponsor. The name and date of birth of the sponsor should be written on the back of each photograph.	
Results of a marriage search of the sponsor's marital status from the Registry of Births, Deaths and Marriages in all states of Australia your sponsor has been resident since reaching marriageable age.	
Certified copy of visa document on which your sponsor first migrated to Australia.	
If the sponsor is an eligible New Zealand citizen who resides permanently in Australia, the sponsor is required to undergo a medical examination and submit penal clearances from Australia and New Zealand.	

PERSONAL DOCUMENTS – GENERAL	Check Box
If you, your sponsor or anyone included in your application has changed their name, a certified copy of evidence of the name change.	
If you, your sponsor or anyone included in your application including non-migrating dependents, has been permanently separated, divorced or widowed, a statutory declaration / separation certificate, divorce decree or the death certificate of the deceased partner. For any deaths, please provide a selection of photographs of the person's funeral and 7 day and 100 day death ceremonies if available.	

If you, your sponsor or anyone included in your application has been married, the marriage certificate(s).	
If any child in your application is adopted, the adoption papers.	
Selection of photographs of engagement, to show the guests who attended the engagement with their names on the reverse side (if applicable).	

RELATIONSHIP	Check Box
Evidence that you and your sponsor have met as adults, and are personally known to each other.	
<p>Evidence that you intend to marry your sponsor within nine months of being granted the visa (for example a letter from an authorised marriage celebrant indicating that a Notice of Intended Marriage has been lodged in Australia).</p> <p>Further information on getting married in Australia is available at http://www.ag.gov.au/www/agd/agd.nsf/Page/MarriageGetting_Married.</p>	
<p>A written statement from you <u>and</u> a written statement from your sponsor detailing the history of your relationship. The statement should include:</p> <ul style="list-style-type: none"> • whether the marriage is an arranged marriage or one of personal choice. • Full details of when you first made contact with each other and by what means (telephone, letter etc). • Full details of when and how you first met. • How often and by what means you corresponded with your sponsor prior to your engagement and after your engagement until now. • Who introduced you and your sponsor and how they are known to you both. • Whether and under what circumstances the families of the couple are known to each other. • Actual process of how the relationship developed and the engagement was proposed/agreed. • Details of any significant events / celebrations that occurred over the period you and your sponsor have known each other • Periods you and your sponsor have lived together in Cambodia. You should include the addresses of where you resided together. • Any periods of separation (when and why the separation occurred, for how long and how you maintained your relationship during the period of separation). • Your domestic arrangements (how you support each other financially, physically and emotionally and when this level of commitment began) • Your sponsor's statement should indicate their plans for supporting you and any family members in Australia. • Any children from this relationship • Joint activities you and your sponsor undertake • Your future plans as husband and wife 	
Full and recent family photograph (one only) of you and your family members eg. Parents, full and step siblings, and children. Please ensure that the names and dates of birth of all family members are written on the reverse side of the family photo or on an attached sheet of paper.	
<p>If you or your sponsor have had any previous relationships provide statements detailing:</p> <ul style="list-style-type: none"> • The name(s) and date(s) of birth of the prior partners. • The length of relationship and dates you began and ended your relationship(s). • When, why and how the relationship ceased. • Whether you had sponsored or were sponsored by any of these prior partners. • Details of any mutual children from the relationship. • Details of your current level of contact with each other. • Addresses and dates of where you lived together. 	
<p>Evidence that you and your sponsor genuinely intend to live together in a married relationship.</p> <p>To assist in reaching a decision on your application we need to be satisfied that:</p> <ul style="list-style-type: none"> • You and your partner have a mutual commitment to a shared life to the exclusion of all others. • Your relationship is genuine and continuing. • You live together or do not live separately and apart on a permanent basis. 	

<p>Every relationship is different, therefore the documents provided will be different depending on your relationship. In determining whether you genuinely intend to live together in a married relationship we ask that you provide evidence that:</p> <p>Demonstrates the nature of your commitment to each other which may include:</p> <ul style="list-style-type: none"> • The duration of your relationship. • The length of time you and your partner have lived together. • The degree of companionship and emotional support that you draw from each other, including the extent of communication and contact between the couple. • Whether you and your partner see the relationship as a long term one. <p>Demonstrates the social aspects of your relationship which may include:</p> <ul style="list-style-type: none"> • Whether you and your partner represent yourselves to other people as being in a relationship with each other, and whether you are accepted as a couple amongst friends and family. • Statements from family and friends about the nature of your relationship. • Any basis on which you and your partner plan and undertake joint social activities. <p>Demonstrates the financial aspects of your relationship which may include:</p> <ul style="list-style-type: none"> • Any joint ownership of real estate or other major assets, any joint liabilities. • The extent of any pooling of financial resources, especially in relation to major financial commitments. • Any financial support provided to one another. • Whether one party to the relationship owes any legal obligation in respect of the other. • The basis of any sharing of day to day household expenses. <p>Demonstrates the nature of your household which may include:</p> <ul style="list-style-type: none"> • Any joint responsibility for care and support of children, if any. • Your living arrangements. • Any sharing of responsibility for housework. 	
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HEALTH REQUIREMENTS	Check Box
<p>All members of your immediate family, including dependent family members who do not intend to migrate, must meet the health requirement. This includes all children under the age of 18 years as well as other dependants, regardless of whether they live with you and whether they intend to migrate.</p> <p>Meeting the health requirement involves:</p> <ul style="list-style-type: none"> • All applicants and non-migrating dependents are required to undergo a medical examination • All applicants and non-migrating dependents over 11 years of age are required to have a chest x-ray • All applicants and non-migrating dependents over 15 years of age are required to have a HIV test. • Pregnant applicants must also complete a Hepatitis B test. <p>You will be provided with the required documentation to make an appointment for a medical examination at the time you lodge your application. Further information is available on Form 1071i Health requirement for permanent entry to Australia, Available at: http://www.immi.gov.au/allforms/pdf/1071i.pdf.</p>	

CHARACTER REQUIREMENTS	Check Box
<p>All members of your immediate family, including dependent family members who do not intend to migrate, must meet the character requirement.</p> <p>All applicants and non-migrating dependents over the age of 16 must provide a police clearance certificate from each country where they have lived for a total of 12 months or more in the last 10 years, these 12 months are calculated cumulatively, not consecutively.</p> <p>If you live in Phnom Penh, you must provide a police certificate from the Ministry of Justice. If you live outside of Phnom Penh, you must provide a police certificate from the Chief of Police of the local police authority. Police clearances are required for <u>all</u> applicants aged 16 years of age or more. Further information on character requirements are available at http://www.immi.gov.au/allforms/character-requirements/index.htm.</p>	

If you have served in the armed forces of any country, military service records or discharge papers.	
Form 80 (if applicable): <i>Personal particular for character assessment.</i> Available at http://www.immi.gov.au/allforms/pdf/80.pdf . A completed form 80 is required only if requested.	

CHILDREN UNDER 18 YEARS FROM PRIOR RELATIONSHIPS (IF APPLICABLE)	Check Box
<p>If a child under 18 years is coming to Australia without one or both parents or legal guardians, a consent form signed by the non-accompanying parent or legal guardian.</p> <p>Form 1229: <i>Consent form to grant an Australian visa to a child under the age of 18 years.</i> Available at http://www.immi.gov.au/allforms/pdf/1229.pdf.</p> <p>Evidence must be provided to confirm family relationship. A birth certificate of the child, showing names of both parents should be provided.</p> <p>Bio data pages of the passport (or if unavailable, Cambodian ID card) of any parent or guardian not accompanying the child should be provided.</p> <p>Evidence of child's enrolment in school (if applicable).</p> <p>Copy of parents' marriage certificate (if applicable).</p> <p>Historical photographs of your children together with their natural parents.</p> <p>Documents verifying custody and access arrangements such as a divorce decree</p> <p>Contact details including full name, date of birth, address and phone numbers should be provided of the non-accompanying parent or guardian.</p>	
<p>If a child under 18 years is staying in Australia with someone other than a parent, legal guardian or relative, a declaration signed by the person responsible for that child in Australia.</p> <p>Form 1257: <i>Undertaking Declaration.</i> Available at http://www.immi.gov.au/allforms/pdf/1257.pdf.</p>	

DEPENDENT APPLICANTS (IF APPLICABLE)	Check Box
<p>Completed and signed Form 47A: <i>Details of child or other dependent family member aged 18 years or over.</i> Available at http://www.immi.gov.au/allforms/pdf/47a.pdf.</p> <p>A completed form 47A for each dependant aged 18 years or over of you and/or your fiancée (if applicable), whether or not they are migrating with you.</p>	
<p>Evidence that any child of the applicant aged 18 years or over is a dependent child.</p> <p>Evidence must be provided to show that they are wholly or substantially reliant on the applicant for financial support to meet the basic needs of food, clothing and shelter. Evidence must be provided to show the length of dependency on the applicant; their marital status; and details of their employment and/or study. This is required even if the dependent child is not migrating with the applicant.</p>	
<p>Other Dependent Relatives</p> <p>For any dependent relative that you include in your visa application, you must provide evidence of their relationship to you, dependency on you and their relationship status (eg. Married, in a de facto relationship, divorced, separated etc). This evidence includes: evidence of their relationship to you; evidence that the relative lives in your household; evidence that your relative has been dependent on you for at least 12 months; if your relative is divorced, legally separated or widowed a copy of the divorce decree, legal separation or death certificate.</p>	
<p>Australian National Police Check for sponsor where a migrating applicant under the age of 18 is included in the application.</p> <p>A National Police Check may be obtained from the Australian Federal Police (AFP). Information on obtaining the check is available from the AFP website at www.afp.gov.au/business/national_police_checks or by telephoning the AFP on (02) 6202 3333. When completing the NPC application form please use Code 33 at Question 1 on the form and include details of any, and all, names you have been known by.</p>	