



**Australian Government**  
**Department of Home Affairs**

**Partner (Combined subclass 309/100) and Prospective Marriage (subclass 300) visa  
Document Checklist  
Vietnam**

**Important:**

- Please note that all foreign language documents submitted with your application **must** be accompanied by a certified English translation.
- Either of the following document types will be accepted when submitted with your application:
  - A certified copy of an original document, or
  - Scanned or electronic copies of the original document where the quality of the scan is a minimum of 300 dpi in 24 colour and saved as a jpg image or pdf file at a good quality setting.
- Certified copies must be authorised or stamped as being true copies of the original document by the local authority in Vietnam. In Australia, documents may be certified by a person before whom a statutory declaration may be made under the Statutory Declarations Act, 1959. See: [www.ag.gov.au/Publications/Pages/Statutorydeclarations.aspx](http://www.ag.gov.au/Publications/Pages/Statutorydeclarations.aspx)
- Do not send photocopies of certified documents.

**Where to Apply:**

- You must apply for this visa online outside Australia via ImmiAccount  
See: <https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/online>
- **Please do not** send hard copies of documents, email documents or contact the processing office in Vietnam to ask if the documents have been received.

**For more information on:**

- How to Apply
- Fees and Charges
- Processing Times
- Biometrics Collection
- Other related matters

Please refer to:

- **Frequently Asked Questions:** <https://hcmc.vietnam.embassy.gov.au/hchi/FAQs.html>
- **Department of Home Affairs:** <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing>
- **More information on this visa:**  
<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/partner-offshore/provisional-309>  
<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/prospective-marriage-300>

**Partner (Combined subclass 309/100) and Prospective Marriage (subclass 300) visa  
Document Checklist**

**\*Please print this checklist and attach it to your application.**

Mandatory forms	tick where included	Official (SDP) use only
Form 47SP: Application for migration to Australia by a partner		
Form 40SP: Sponsorship for a partner to migrate to Australia		
<p>If you are using a Migration Agent or an authorised representative:</p> <ul style="list-style-type: none"> <li>Form 956: <a href="https://immi.homeaffairs.gov.au/form-listing/forms/956.pdf">https://immi.homeaffairs.gov.au/form-listing/forms/956.pdf</a></li> <li>Form 965A: <a href="https://immi.homeaffairs.gov.au/form-listing/forms/956a.pdf">https://immi.homeaffairs.gov.au/form-listing/forms/956a.pdf</a></li> </ul> <p><b>Note:</b> If your sponsor would also like to appoint a Migration Agent or an authorised representative, they must complete a separate Form 956/Form 956A.</p>		
<b>Application fee</b>		
<p>Payment of the Base Visa Application Charge.</p> <p>If required:</p> <ul style="list-style-type: none"> <li>Payment of the Additional Applicant Charge (aged 18 years or over)</li> <li>Payment of the Additional Applicant Charge (under 18 years of age)</li> </ul> <p><a href="https://immi.homeaffairs.gov.au/visas/getting-a-visa/fees-and-charges/current-visa-pricing/live">https://immi.homeaffairs.gov.au/visas/getting-a-visa/fees-and-charges/current-visa-pricing/live</a></p>		
<b>Identification and relationship between sponsor and applicant</b>		
<p>One passport size photograph (no more than six months old) of the main applicant, the sponsor and all dependent applicants.</p> <ul style="list-style-type: none"> <li>These photographs should be of the head and shoulders only against a plain background.</li> <li>Print the name of the person on the back of each photograph.</li> </ul>		
<p>Photocopy of the passport bio-data page of the main applicant and all dependent applicants</p> <p>Photocopy of each passport page with a visa or entry/exit stamp for Australia or another country, of the sponsor, main applicant and all dependent applicants</p> <p>Please bring all original passports with you at time of visa lodgement, so we can verify that the copies are true copies of the original passports.</p>		
Certified copy of the Birth Certificate of the main applicant and all dependent applicants		
Certified copy of the Identity Card of the main applicant and all dependent applicants (aged 15 years or over).		
Certified copy of all pages of the applicant's current Household Registration Book		
<p>For the applicant, and migrating dependents who are aged over 16 years old:</p> <ul style="list-style-type: none"> <li>Police Certificates from any country that each person has spent a cumulative time of 12 months or more in, over the last ten (10) years since they were aged over 16 years old. This includes the applicant(s) current country of residence.</li> </ul> <p>For the sponsor:</p> <ul style="list-style-type: none"> <li>If the sponsor has spent any time in Australia since turning 16 years of age, a National Police Certificate from the Australian Federal Police (Complete Disclosure); and</li> <li>Police certificates from each other country in which the sponsor has spent a total of 12 months or more in the last 10 years since turning 16 years of age.</li> </ul> <p><b>Important:</b> Information on what Police Certificate(s) are required from other countries is specified at this link, we will not accept any other type of Police Certificate. For Vietnam, the</p>		

<p>Judicial Record Card Number 2 issued by the local Service of Justice is required. For Australia, a National Police Certificate from Australian Federal Police, Complete Disclosure is required.  <a href="https://immi.homeaffairs.gov.au/help-support/meeting-our-requirements/character">https://immi.homeaffairs.gov.au/help-support/meeting-our-requirements/character</a></p>		
<p>(for subclass 309 applicants) If already married to the sponsor, a certified copy of the applicant and sponsor's Marriage Certificate.</p>		
<p>(for subclass 300 applicants) A signed and dated letter (on official letterhead) from the authorised marriage celebrant in Australia who will conduct the marriage ceremony, that clearly states the date and place of the planned marriage ceremony and confirms that a Notice of Intended Marriage has been lodged with them.</p>		
<p>(for subclass 300 applicants) Original Single Status Certificates that show that the applicant and sponsor are free to marry.</p>		
<p>Written statements signed by the applicant and sponsor should cover the history of your relationship (in chronological order), such as:</p> <ul style="list-style-type: none"> <li>• how, when and where you first met</li> <li>• how your relationship developed</li> <li>• when you became engaged or/and married, if applicable</li> <li>• joint activities</li> <li>• periods of separation</li> <li>• significant events in the relationship</li> <li>• your future plans together</li> </ul>		
<p>Evidence that shows you are committed to each other your long-term relationship.  This may include:</p> <ul style="list-style-type: none"> <li>• photographs and other evidence of your time spent together (holidays and other social, cultural or religious occasions);</li> <li>• knowledge of each other's personal circumstances such as background and family situation;</li> <li>• documents that show you have combined your personal matters;</li> <li>• evidence that shows you have been in contact when apart.</li> </ul> <p>Evidence that shows your relationship is known by others, for example:</p> <ul style="list-style-type: none"> <li>• joint invitations, going out together, friends and acquaintances in common</li> <li>• proof that you and your fiancé/partner have declared your relationship to government bodies, commercial or public institutions</li> <li>• proof of joint sporting, cultural or social activities</li> <li>• proof of joint travel.</li> </ul> <p>Evidence that shows you and your partner share household responsibilities, for example:</p> <ul style="list-style-type: none"> <li>• joint responsibility for children</li> <li>• your living arrangements</li> </ul> <p>Evidence of any joint financial undertakings, where relevant to your application. This may include joint bank accounts, invoices/bills in both names, etc.  If the main applicant is living with the sponsor, evidence of this cohabitation, such as details of the sponsor's temporary residence in Vietnam.</p> <p><b>Important:</b> A CD or DVD containing photographs and other evidence of your time together is acceptable. Please do not provide photographs on memory sticks or any other form of media.</p> <p>If the sponsor or applicant were previously married, engaged or living in a de facto relationship:</p> <ul style="list-style-type: none"> <li>• Written statement that lists your former partner's name(s), date of birth, residential address where you both lived and when your relationship ended.</li> </ul>		
<p>If the sponsor or applicant were previously married:</p> <ul style="list-style-type: none"> <li>• Certified copy of your Divorce Certificate</li> </ul> <p>If the sponsor or applicant is a widow/er:</p> <ul style="list-style-type: none"> <li>• Certified copy of your former partner's Death Certificate.</li> </ul>		

<b>Additional information required: if you have a common child with an Australian citizen</b>		
<p>Your child may be eligible for registration as an Australian citizen by descent, if your partner was an Australian citizen on the date that your child was born.</p> <p><a href="https://immi.homeaffairs.gov.au/citizenship/become-a-citizen/by-descent">https://immi.homeaffairs.gov.au/citizenship/become-a-citizen/by-descent</a></p>		
<b>Additional information required: For all migrating children aged under 18 years</b>		
<p>Where a non-migrating parent or other person has the legal right to determine where the child can live, please provide:</p> <ul style="list-style-type: none"> <li>• Written consent for the child to migrate to Australia from the non-migrating parent using the template available on our website  <a href="https://hcmc.vietnam.embassy.gov.au/files/hchi/Consent%20to%20grant%20an%20Australian%20visa%20to%20a%20child%20under%20age%20of%2018%20years.%20En%20v110119.pdf">https://hcmc.vietnam.embassy.gov.au/files/hchi/Consent%20to%20grant%20an%20Australian%20visa%20to%20a%20child%20under%20age%20of%2018%20years.%20En%20v110119.pdf</a></li> </ul> <p>The signature of the non-migrating parent on the consent must be verified by the local authorities/public notary; <b>and</b></p> <ul style="list-style-type: none"> <li>• Certified copy of the non-migrating parent's Identity Card; <b>and</b></li> <li>• For adopted children, please also provide the official 'Decision on Recognition of Child Adoption', including a 'Record of Receipt and Handing-Over a Child Adoption'.</li> </ul> <p>If it is not possible to obtain a consent from the non-migrating parent, you will need to provide a court order stating that the migrating parent has sole custody and is allowed to move the child to Australia.</p>		
<b>Additional information required: For all migrating children aged 18 years or above</b>		
<p>Form 47A: Details of Child or other dependent family member aged 18 years or over  <a href="https://immi.homeaffairs.gov.au/form-listing/forms/47a.pdf">https://immi.homeaffairs.gov.au/form-listing/forms/47a.pdf</a></p>		
<p><a href="#">Questionnaire for Dependent Children aged 18 and over</a></p>		
<ul style="list-style-type: none"> <li>• Original Single Status Certificate for female children aged 17 years and over; and male children aged 19 years and over;</li> <li>• Evidence that they are financially dependent on the main visa applicant for the basic needs of food, shelter and clothing, and how long this support has been provided. Evidence may include bank statements, money transfers, rent receipts etc.</li> <li>• Evidence of their current academic enrolment, including school records and report cards. If the child is not a full time student, an explanation of why they are not studying. If there has been a gap of over six months in study between finishing the final year of secondary high school and commencing further studies, please provide a statement explaining this timeframe.</li> <li>• If the child has a disability, we will invite them to undergo a medical examination at one of our approved panel doctor clinics to assess their level of incapacity. The costs of this examination will be met by the applicant/sponsor.</li> </ul>		