

CHECKLIST

SUBCLASS 482 SKILLS IN DEMAND (SID) VISA

Sponsorship & Nomination

Registration

- ☐ Certificate of Company Registration
- ☐ ASIC Current & Historical Company Extract
- ☐ Business Name registration if applicable
- ☐ Relevent pages of the Trust Deed, if business is operating under a trust

Financial

- ☐ Most Recent Financials
- ☐ All available BAS Statements from July 2024 until current – statements need to be via ATO Portal
- ☐ Accountant Supporting Letter

*If recent financials reflect loss, please have your accountant provide clarification to justify the current loss and confirm business’ ongoing financial capacity to sponsor full-time workers

Organisational

- ☐ Organizational Chart – should list all staff in hierarchical order and include full names, job title and visa status (eg., citizen, PR, visa XXX)

*Companies with global/multi-state operations should provide an organizational chart for the location where the nominee will be working as well as a corporate chart which lists relevant business structure/ownership/location

Nominated Position

- ☐ Signed Employment contract on letterhead – please provide a word template of your employment agreement
- ☐ Job Description for the role on letterhead – please provide a word template of your internal job description for the nominated role

Annual Market Salary Rate (AMSR) Evidence

- ☐ Evidence of Annual Market Salary Rate (AMSR)

*If there are equivalent workers working in the same nominated role, you should provide evidence of equal terms and conditions of employment, ie., payslips/employment contract reflecting same remuneration (please redact sensitive information such as tax file number, personal details)

*If there are no equivalent workers at the business performing an equivalent role, we’ll conduct relevant market research. Please advise accordingly

- ☐ Evidence of Labor Market Testing (some countries not required)

- Please provide copies of each live ad placed on each site
- Any invoices that were paid

*Ads must have been placed within the last 4 months and show the sponsor’s business name, job title, location of role, duties, skills/experience required and salary/salary range on offer

