



Australian Immigration
and Trade Services
Ltd Liability Co.

Instructions to apply for a Working Holiday Visa for Australia

The Working Holiday Visa permits young adults from eligible countries to have an extended holiday supplemented by short-term employment in Australia.

To apply for a Working Holiday Visa, applicants need to have turned 18, but have not yet turned 31, at the time of applying for the Working Holiday Visa and not have any dependent children who will be accompanying them to Australia.

Working Holiday Visa applicants are generally permitted to:

- travel to, and enter Australia on multiple occasions for 12 months from date of grant;
- remain in Australia for a period not exceeding 12 months from the initial date of entry. If you depart Australia during your 12 month stay, you are not able to recover the period of time you have spent outside Australia;
- undertake any kind of work in Australia, for a up to 6 months with the same employer; and
- study for up to 4 months in Australia.

You must be outside of Australia when your application for your first Working Holiday Visa is lodged and decided. Holders of the following passports may apply for a Working Holiday Visa via our office:

Belgium	Canada	Cyprus	Denmark	Estonia	Finland
France	Germany	Hong Kong (SAR)	Ireland	Italy	Japan
Korea	Malta	Netherlands	Norway	Sweden	Taiwan
United Kingdom					

How to apply for a Working Holiday Visa

Please send the following documents to AITS, Postfach 457, CH-3800 Interlaken:

- 1. Completed and signed "Application for a Working Holiday Visa for Australia" (Form 1150)**
- 2. Completed and signed "Advice by a migration agent" (Form 956)** Complete Q14 and sign declaration at Q24
- 3. Photocopy of your passport page(s) showing identity, validity, date and place of issue** Your passport must be valid for the length of your intended stay in Australia. If you hold another passport, provide a photocopy of your other passport page(s) showing identity, validity, date and place of issue
- 4. Proof of payment:** Payment of the standard service fee of **Sfr 670.-** per application may be made **in cash** or at your local **Swiss Post Office** or by **e-banking** to **PostFinance Account 60-357890-1, IBAN CH41 0900 0000 6035 7890 1** in favour of AITS clients' account, CH-3852 Ringgenberg BE. Proof of payment (Empfangsschein / R  c  piss   / Ricevuta or e-banking debit receipt (Zahlungsbest  tigung / attestation de paiement / conferma de pagamento) must be provided with your application.
- 5. An envelope with your name, address and postage stamp** for the return of your notification of visa decision



Additional documentation may be required in the following circumstances:

- **Health testing with a panel doctor** may be required. Should the Department of Immigration and Border Protection (DIBP) require you to complete health testing with a panel doctor, we shall provide you with further instructions. Please note that it may take longer to finalise visa applications where health testing is required and an additional service fee will apply.
- **Genuine Temporary Entrant Requirement** DIBP will assess the individual circumstances of your visa application to determine whether the purpose, duration and proposed activities in Australia are reasonable and consistent with "tourism". DIBP will also assess whether you hold or have access to adequate funds for your intended vacation. Should you require our assistance to prepare satisfactory and consistent supporting documents, an additional service fee will apply. If DIBP request additional documents and/or in the event of non-routine processing by DIBP, an additional service fee will apply. Please note that it may take longer to finalize visa applications where additional information is requested.

DIBP's global visa processing times indicates that 75% of Working Holiday Visa applications are finalized within 2 weeks of receipt of a complete eVisa application by DIBP.

Actual processing times of your application may vary depending on a range of factors including whether your application is complete, checking by external parties if required (health, character, national security), how promptly you submit additional information (if requested), surges in demand and peak periods . Please apply well before your proposed travel date. You should not finalise your flight arrangements until your visa has been approved.

A Working Holiday Visa will be linked electronically to the passport you provide with your application. You must use the same passport to travel to Australia.

Should your Working Holiday Visa application be approved by DIBP, you will receive a written notification of DIBP grant from our office. We incur no liability for financial loss or otherwise if Working Holiday Visa processing is delayed or your visa application is refused.

See our Terms of Service at www.aits.ch for full details of supply and limitations of service, refund policy and disclaimer of liability in relation to your visa application together with links to Code of Conduct and Consumer Guide of the Office of the Migration Agents Registration Authority (MARA).

