**Subclass 489 - Skilled Regional (Provisional) Visa**

Document checklist

During your state nomination application process, you will be prompted to attach the following documents to lodge your application. You may also be contacted to produce additional documents while your application is being assessed. Please ensure that you have attached all the required documentation.

The Department may contact the people and organisations listed in your application and supporting documents to verify the information provided. This may include education providers, employers and real estate agents. It is important that you ensure all the information you provide with your application is complete, relevant, true and correct.

Please note that incomplete applications without the appropriate documentation may be refused even if you meet the nomination requirements.

**SkillSelect EOI**

Attach a copy of the Expression of Interest (EOI) record of response, which is issued to you once an EOI has been successfully lodged. The record of response details the personal, education, English and employment details as submitted by you.

If you intend to apply for state nomination, Tasmania must be selected as your preferred location on the EOI. If you select ‘any’ or express interest in living in another state or territory will not meet the criteria to be considered for state nomination in Tasmania.

**Skilled occupation**

Attach a copy of a current skill assessment in the nominated occupation.

**Declaration of nomination obligations**

If you are using a migration agent, you must attach the signed and witnessed declaration that you accept Tasmania’s nomination obligations. You will be prompted to download and complete the form during the application process.

If you are not using a migration agent, you can confirm that you acknowledge and accept Tasmania’s nomination obligations while completing the online application.

**English**

If you do not hold a passport issued by the United Kingdom, Canada, New Zealand, United States of America, or Republic of Ireland attach a current [English language proficiency test result](https://archive.homeaffairs.gov.au/lega/lega/form/immi-faqs/aelt) (dated within the last three years).

**Commitment to Tasmania statement**

If you have been living in Tasmania for the past 12 months, explain in your own words in no more than two pages, what you love about living in Tasmania and why you want to continue living in the state for at least two more years following the granting of a visa.

If you are not currently living in Tasmania or recently moved, explain in your own words in no more than two pages, why you want to live in Tasmania for at least two years from date of permanent arrival.

In writing the Commitment to Tasmania statement, you should take into account the following points:

* why Tasmania’s lifestyle suits your way of life more than any other city in Australia
* include evidence that you have personally researched Tasmania’s lifestyle and attractions
* avoid using statements that are obviously copied from other sources (and not written in your own words)
* if your spouse / partner (if applicable) intend to work, include evidence that they have also researched employment opportunities in Tasmania and are satisfied that they will be successful in attaining employment
* if you have studied or lived in another Australian state or territory within the last 12 months indicate why you want to move away to Tasmania instead
* if your spouse / partner or any dependents have studied or lived in another Australian state or territory within the last 12 months indicate whether they will be moving with you to the state, and if not, why not.

**Personal information**

Attach a copy of your passport. This must be current (valid for travel purposes) and show your personal details and any pages showing Australian visas.

Attach a copy of your current visa grant notification. For bridging visa holders, attach a copy of the visa grant notification for the last substantive visa you held.

Attach a copy of your spouse / de facto partner’s passport (if applicable).

If you are using a migration agent, attach a completed and signed form 956 ***Advice by a migration agent / exempt person of providing immigration assistance.***

**Employment**

If you have received an offer of employment attach evidence of this offer – such as an employment contract or a formal letter of employment.

If you are currently employed, attach evidence of employment. This must include a copy of your employment contract and your most recent two payslips (if applicable).

If you are applying under Category 2 – Working in Tasmania for the subclass 489 visa, and your employment is for a position at [ANZSCO skill level 4 or below](http://www.abs.gov.au/ausstats/abs@.nsf/Previousproducts/1220.0Search0First%20Edition,%20Revision%201), there are additional documents that you would need to submit together with your application. Your employer would need to provide the proof of domestic recruitment efforts. The following need to be included together with your application:

* evidence that your employer has made a genuine effort to recruit locals (Australian citizens/permanent residents) but were unsuccessful. Please include copies of the advertisements your employer has posted in on-line sources, [University of Tasmania Career hub](https://careerhub.utas.edu.au/employers), Tasmanian vocational institutions, [Jobactive](https://www.employment.gov.au/jobactive" \t "_blank), local newspapers and from social media
* a selection report including information on applications received and why no local applicants were suitable for the position as well as details and expenses of any advertising the employer conducted.

There is no prescribed format for this report, however it is important that all of the points above are covered. If this evidence does **not** accompany your nomination application or is insufficient, it will be refused.

**Employability**

If you are an overseas applicant with no employment in Tasmania (Category 3A), attach evidence that are, currently, sufficient employment opportunities in your nominated occupation that are relevant to your skill set and recent experience. The evidence must include:

* Personal research into recent advertised positions relevant to the nominated occupation (a minimum of five vacancies and not more than eight. You must provide a copy of the full advertisement (saved as a .pdf):
  + It is essential that the date of the job advertisement as well as the location of the job are clearly displayed
  + Web links alone are not acceptable and, if provided without the accompanying advertisement, will result in the criterion not being met
* An employment statement for each advertisement. You must explain how your qualifications, knowledge and experience relate to and meet the requirements for each of the job advertisements.

Please note:

* You must be able to demonstrate that you have the relevant qualifications, skill set and work experience etc. to meet the criteria of the advertised position; for example if the position requires:
  + a certain number of years relevant work experience: you must have that experience
  + a minimum qualification: you must hold that qualification
  + Australian work experience: you must have that experience
* Job advertisements must be recent. Advertisements must be dated no more than six weeks before submission of the application
* Job advertisements must be relevant to the nominated occupation; for example:
  + if the nominated occupation is a Real Estate Agent we will not accept jobs for Property Manager
  + if the nominated occupation is HR Advisor we will not accept jobs for recruitment consultants
  + if the nominated occupation is for a manager, we will not accept assistant, support or junior positions

**Australian qualifications**

If you are a Tasmanian Graduate (Category 1) and have completed a [CRICOS](http://cricos.education.gov.au/) course at a Tasmanian tertiary institution, attach evidence of your educational qualifications, academic transcript and a completion letter from the institution.

**Work experience**

Attach your Curriculum Vitae (CV) or Resume which clearly states personal details, educational qualifications and work experience to date.

For overseas applicants with no employment offers, it must be clear that you have enough recent experience in your nominated occupation to be employable in Tasmania.

**Financial capacity**

If you are not currently living in Tasmania, attach your signed Declaration of Financial Capacity to show that you have access to sufficient financial resources to fund your migration to Australia (click [here](https://www.migration.tas.gov.au/__data/assets/word_doc/0005/137363/TAS_Financial_Capacity_Declaration_Form.docx) for the form). Your signature on the Declaration of Financial Capacity must be witnessed by an authorised person.

You must have access to funds to support your settlement while you are securing employment in Tasmania. If you have not already secured employment in Tasmania. you need to be realistic about employment expectations once you arrive in the state as it can take up to three months or longer to secure employment. This timeframe is only indicative, as the employment market fluctuates at different times of the year. Your ability to secure employment quickly will depend on your research of the Tasmanian labour market and the relevance of your skill set and experience to the market.

You are not required to provide documentary evidence to support your financial position with your application. However, you must be able to provide such documents if requested by your case officer.

**Family relationships**

If you are applying under the ‘Family in Tasmania’ category, attach:

* statutory declaration of family member (click [HERE](https://www.migration.tas.gov.au/__data/assets/pdf_file/0017/162350/sponsor-declaration-489.pdf) for the form)
* letter of support from your Tasmanian relative
* passport and / or birth certificates which evidence the nature of the relationship
* evidence that they have resided in Tasmania for at least the last 12 months, which may include a residential agreement, utility bills, or bank statements of everyday transactions in Tasmania the past 12 months
* evidence of their Australian residency / citizenship.

If you have family living in other parts of Australia, attach a statement explaining why you have chosen to live in Tasmania and not with them in their state / territory.

**Settlement statement**

If you are applying under Category 3A – Overseas Applicant, you would need to provide a statement showing that you have researched the cost of living in Tasmania and that you have a sound understanding of the settlement costs involved while you seek employment.

If you are using a migration agent you must attach a settlement statement that includes:

* Evidence of research into the cost of living in Tasmania, including rent, food, transport and entertainment.
* Estimated cost of relocation to Tasmania in Australian Dollars, including but not limited to: flights; freight; and initial accommodation.
* Estimated cost of living in Tasmania for you and any dependants, in Australian Dollars.

If you are not using a migration agent, the settlement research is included as part of the online application.

**Nomination by another Australian state / territory**

If you have currently or previously applied to another Australian state or territory for nomination of a skilled migration visa, you must attach a statement explaining why you are now applying for state nomination with Tasmania.

**Currently in Tasmania**

If you are not an overseas applicant attach bank statements to demonstrate that you are currently living in Tasmania. The statements must show activity such as ATM withdrawals and evidence of income or shopping expenditure. A residential agreement will also be sufficient.

Also provide evidence that your dependants are living in Tasmania such as a copy of a driver’s licence, proof of employment or bank statements.

**Small business owner**

If you are applying for state nomination as a small business owner, attach a comprehensive business plan together with your application. Details on how to draft a business plan can be found on the [Business Tasmania website](http://www.business.tas.gov.au/). Include in your business plan how your previous experience in the relevant industry will help you conduct the business in Tasmania.

[**Expression of Interest (EOI)**](https://www.migration.tas.gov.au/skilled_migrants/skilled_regional)