



Australian Government

Department of Immigration  
and Citizenship

# Employer nomination under the Regional Sponsored Migration Scheme

Form

1054

Important – Please read this information carefully before you complete the nomination. Once you have completed the nomination we strongly advise that you keep a copy for your records.

This form should only be used to nominate a skilled position to be filled by an overseas worker under the Regional Sponsored Migration Scheme (RSMS).

These notes provide guidance on how to complete this form. They should be read in conjunction with the detailed requirements outlined in booklet 5, *Employer Sponsored Migration*, available on the Department of Immigration and Citizenship (the department) website [www.immi.gov.au/allforms/](http://www.immi.gov.au/allforms/)

## How to fill in this form

Please use a pen, and write neatly in English using BLOCK LETTERS.

Please read the notes on each question. If a question is not applicable, write 'N/A'. If you are not sure provide a brief comment on why you believe this to be the case. Any changes or corrections you make must be initialled and dated by each person who signs the form. If you use other sheets of paper for additional information for any question, each sheet must also be signed and dated by all persons who sign the form.

## Integrity of nomination

The department is committed to maintaining the integrity of the visa and citizenship programs. Please be aware that if you provide us with fraudulent documents or claims, this may result in processing delays and possibly your nomination being refused.

## The RSMS

The RSMS allows employers in regional or low population growth areas of Australia to fill skilled positions that they are unable to fill from the local labour market. Any employer can participate in the scheme as long as their business and the position being filled is in an area covered under the RSMS. All areas of Australia are covered except Brisbane, the Gold Coast, Newcastle, Sydney, Wollongong, Melbourne and Perth. A list of postcodes specifying which parts of Australia are regional for RSMS purposes can be found at Part 6 of booklet 5, *Employer Sponsored Migration*.

## The Regional Certifying Body (RCB)

As the first step under RSMS, the employer must seek certification of the nomination by an RCB. These are state/territory bodies based in regional Australia which, through their local knowledge, certify that:

- there is a need for a paid employee in the nominating business that is actively and lawfully operating in regional Australia;
- the position is a genuine full-time vacancy;
- the position requires qualifications equivalent to at least the Australian diploma level (unless the nomination is 'exceptional');

**Note:** Under policy, all Australian Standard Classification of Occupations (ASCO) level 1 to 4 occupations including 'trade certificates' are considered to be at diploma level or above.

- the position is available for at least 2 years; and
- the employer will be the direct employer of the sponsored worker.

**Note:** The department will need to sight a copy of an employment contract or letter of appointment between the employer and the nominee for appointment to the position before the nominee's visa can be granted.

Details of gazetted RCBs in your state/territory can be found on the department's website

[www.immi.gov.au/skills/regional-certifying-bodies.htm](http://www.immi.gov.au/skills/regional-certifying-bodies.htm)

## Temporary Protection visa holders

If your nominee is the holder of a Temporary Protection visa (TPV), a Temporary Humanitarian visa (THV), or a Return Pending visa (RPV), you should consult the department's website [www.immi.gov.au/refugee/tpv\\_thv/](http://www.immi.gov.au/refugee/tpv_thv/) to obtain current information relating to RSMS criteria for these groups.

Nominations for TPV, THV and RPV holders should be lodged together with the nominee's visa application at the:

Regional Migration Strategy Section  
GPO Box 241E  
MELBOURNE VIC 3001.

## Exceptional appointments – RSMS

### Skills

Where the position requires a diploma or higher qualification, but the nominee does not have that qualification, the nomination may be considered as an 'exceptional' appointment if the nominee has equivalent experience to a diploma or higher qualification.

Positions that have a skill level requirement of less than a diploma and, therefore, do not meet the standard RSMS criteria, may be considered 'exceptional' if:

- the occupation has a skill level requirement of at least a AQF Certificate II (ie. is within ASCO major groups 5 to 7);
- the position has been filled by the nominee on a subclass 457 visa (for at least 2 years immediately prior to lodging the visa application); and
- the RCB also confirms that the sponsoring employer is lawfully operating, and the nominated position is located, in a regional area under its jurisdiction.

Nominations for elementary clerical, sales and service workers, and labourers and related workers do not fall within the scope of the RSMS program and would not meet the 'exceptional' appointment requirement.

The inability to find a person with relevant qualifications is, in itself, not considered sufficient grounds for assessing the nomination as an 'exceptional' appointment. There must be other demonstrated special factors relating to the nominated position to support approval as an 'exceptional' appointment.

## Age and English

Nominees should also be **under 45 years** and **have 'functional' English** at the time of visa application.

**Note:** If your nominee is aged 45 years or older, or does not have 'functional' English, they will be asked to demonstrate what 'exceptional circumstances' apply to their appointment when they apply for their visa. You may wish to assist them to demonstrate this by completing the relevant parts of Question 20 on this form.

Information you provide relating to exceptional circumstances for age and/or English will be taken into consideration by the visa decision officer when deciding your nominee's visa application.

Only the request for approval as an 'exceptional appointment' on skills grounds will be assessed and decided at nomination stage. 'Exceptional' on the basis of age and English language ability will be decided at the nominee's visa application processing stage.

Refer to booklet 5, *Employer Sponsored Migration – 'Exceptional' Circumstances RSMS* for further guidance.

Exceptions on the basis of **age** might be considered if:

- the duties of the position are so specialised or unique that few, if any, persons under 45 would have the same level of expertise;
- the position is for a senior manager or executive in a substantial business; or
- the position is one that would normally require a person with skills and experience acquired over an extended number of years (eg. senior academics, finance/banking).

Other considerations are whether the position is critical to the operation of the business, and if a suitably qualified person younger than the nominee is available from overseas or within Australia.

**Note:** 'Exceptional' circumstances are generally not considered for applicants who are 60 years of age or older.

Exceptions on the basis of English language ability might be considered if:

- given the nature of the work, 'functional' English is not essential to perform the duties; and
- that person would be able to operate in the Australian workforce having regard to issues such as transferring skills to Australian employees and complying with Occupational Health and Safety (OH&S) requirements.

**Note:** If exceptional circumstances are sought for more than one criterion, justification must be provided in each case. If an appointment is assessed as 'exceptional' for one criterion, **ALL** the other criteria must still be met. **Information supporting a request for approval as 'exceptional' on skills grounds must be supplied when you lodge your nomination.**

## The nominee

Employers who are considering nominating personnel under the RSMS may find suitable nominees in various ways including:

- personal contact and/or experience with the nominee;
- recommendations from third parties; or
- through Skill Matching.

Unless submitted as an 'exceptional appointment' on skills grounds or that 'exceptional circumstances' apply for age and English, your proposed nominee should:

- be under 45 years of age at the time of application;
- have 'functional' English;
- have formal qualifications of at least Australian diploma level.

If applicable, the nominee must also be eligible for Australian licensing and/or registration requirements or membership of an appropriate professional body.

## Skill Matching

Skill Matching is a scheme that allows Australian employers to sponsor overseas skilled migrants who:

- have a valid visa application for a permanent general skilled migration visa;
- have had their skills assessed by the relevant Australian assessing authority as suitable for their nominated occupation; and
- are prepared to be sponsored by an employer and live and work in an area of Australia where their skills are in demand.

Skill Matching is made possible through the Skill Matching Database. This database is used by state and territory governments, and regional organisations who may nominate applicants to fill skilled vacancies which cannot be filled from the local labour market. Applicants are on the Skill Matching Database for up to 2 years, or until they migrate to Australia. The Skill Matching Database is available from the department's website [www.immi.gov.au/skills/](http://www.immi.gov.au/skills/)

## Lodging the nomination

The nomination should be fully completed (with all supporting documentation attached) by the employer or someone with the legal authority to act on behalf of the employer.

This form should be sent (in person, by post or fax) to your Regional Certifying Body (RCB).

The RCB will liaise with you directly if it needs further information. If your nomination is certified, the RCB will return it to you for forwarding to the relevant Centre of Excellence (COE) for assessment.

The RCB will separately advise the department if it certifies or refuses to certify your nomination.

There is a geographic split of the responsibility for processing applications based on the location of the nominating organisation's head office.

- Parramatta Centre of Excellence process nominations and visa applications from the Australian Capital Territory, New South Wales and Queensland.
- Melbourne Centre of Excellence process nominations and visa applications from Northern Territory, South Australia, Tasmania and Victoria.
- Perth Centre of Excellence process nominations and visa applications from Western Australia.

You are encouraged to lodge this form directly with the relevant Centre of Excellence. Details on the Centre of Excellence relevant to your business is available on the department's website [www.immi.gov.au/contacts/centres-of-excellence/](http://www.immi.gov.au/contacts/centres-of-excellence/)

A decision on the nomination will be made by the COE on the basis of the information you provide, your circumstances and the legal processing requirements in place when it is lodged.

If you want to change any details after you lodge the nomination, or if you want to withdraw it, please contact the relevant COE.

You should also notify the relevant COE if your circumstances change (for example, you change address).

## What happens then?

You will be advised in writing whether or not your nomination has been approved.

If the position to be filled is an occupation that requires registration or licensing, provide evidence that your nominee has or will be able to obtain the necessary registration or licensing. Alternatively, the nominee may be required to have their qualifications assessed by the relevant Australian authority. If you have identified your nominee from Skill Matching, then their qualifications have already been assessed as meeting Australian standards for the position.

If your nomination is not approved, you will be advised of the reasons for the decision. This decision is reviewable by the Migration Review Tribunal.

## Nominee's visa application

Your nominee should complete visa application form 47ES *Application for employer sponsored migration to Australia*, and pay the Visa Application Charge. This form is available on the department's website [www.immi.gov.au/allforms/pdf/47es.pdf](http://www.immi.gov.au/allforms/pdf/47es.pdf) or from any office of the department.

Your nominee's visa application can be lodged at the same time as, or after your nomination. At the latest, it must be lodged within **6 months** of the approval of your nomination.

All applicants for permanent visas – the main applicant, spouse, de facto partner and any dependants (even if they are not included in the visa application and do not intend to migrate) – must be assessed against the health requirement which includes undergoing a medical examination. Character checks are also required.

To avoid unnecessary delays, your nominee should complete health checks (forms 26 and 160) and seek a penal clearance before they lodge their visa application. More information on penal clearances is available from the department's website [www.immi.gov.au/allforms/](http://www.immi.gov.au/allforms/)

Your nominee's visa application should be lodged at the same Centre of Excellence as your nomination was lodged, even if your nominee is lodging their visa application from outside Australia.

## Change in circumstances

Details of any changes in the nominating business or nominated position including ownership, change in duties, remuneration or withdrawal of your support must be provided to the Centre of Excellence processing the applications without delay.

## What if my nominee fails to meet the visa criteria?

In most cases, if an employer's first choice fails to meet the regulatory criteria for a visa, it will be possible to recruit someone else without completing a new nomination. This can be done as long as the new nominee lodges their visa application within **6 months** of the approval of your nomination.

If this does happen, you should contact the relevant Centre of Excellence to check what steps to follow.

## The contract or letter of appointment

Your nominee will be required to provide a copy of the signed employer/employee contract or letter of appointment to the department's assessing office confirming the applicant will be employed in a full-time position for at least 2 years.

## Visa cancellation

There are powers under the *Migration Act 1958* (the Act) to cancel RSMS visas. These provide for the cancellation of an RSMS visa where the employee has not commenced employment with the employer within **6 months** of arriving in Australia or after visa grant if in Australia. The Act also provides powers to cancel an RSMS visa if the employee leaves the position within **2 years** of commencement of employment for reasons within their control. Visa cancellation does not occur where the employee made a genuine effort to complete the 2 year contract with the employer.

## Charges

### *Certification*

An administrative fee may be charged by the RCB for cost recovery.

### *The nomination*

No charges are payable.

### *The visa*

The nominee is required to pay the current charge for a migration visa application.

### *Skill matched applicants*

A different charge applies to Skill Matching applicants. The charge a nominee is required to pay once the nomination has been approved is dependent upon the migration category under which they applied.

If your nominee applied in the:

- Skill Matching category – they will be required to pay the applicable Visa Application Charge;
- other categories on the Skill Matching Database – they have already paid the charge for migration to Australia. No further Visa Application Charge is payable.

Fees may be subject to adjustment at any time. Visa Application Charges may be subject to adjustment on 1 July each year. This may increase the cost of a visa.

Current charges are detailed on form 990i *Charges* available from the department's website

[www.immi.gov.au/allforms/pdf/990i.pdf](http://www.immi.gov.au/allforms/pdf/990i.pdf)

## About the information you give

The department is authorised to collect information provided on this form under Part 2 of the *Migration Act 1958* 'Control of Arrival and Presence of Non-Citizens'.

The information provided will be used for assessing your nomination for a permanent appointment in Australia under the RSMS, and for other purposes relating to the administration of the Migration Act, for example, to assist migrants with settling in Australia or for ensuring compliance with the Migration Act.

The information provided might also be disclosed to agencies who are authorised to receive information relating to adoption, border control, business skills, citizenship, education, health assessment, health insurance, health services, law enforcement, payment of pensions and benefits, taxation, review of decisions and registration of migration agents.

The collection, access, storage, use and disclosure by the department of the information you provide in this form is governed by the *Privacy Act 1988* and, in particular, by the 11 Information Privacy Principles. The information form 993i *Safeguarding your personal information*, available from offices of the department, gives details of agencies to which your personal information might be disclosed.

## Options for receiving written communications

You may authorise another person to receive all communications, both written and electronic, about your application with the department. You will be taken to have received any documents sent to that person as if they had been sent to you.

To do this you will need to complete Question 33 *Options for receiving written communications* and form 956 *Appointment of a migration agent or exempt agent or other authorised recipient*. For an explanation of what a migration agent or exempt agent or authorised recipient can do please read the sections below.

To change or end the appointment of your migration agent or exempt agent or authorised recipient you must promptly advise the department in writing. You can do this by using form 956 *Appointment of a migration agent or exempt agent or other authorised recipient*.

## Authorised recipient information

An authorised recipient is someone you appoint to receive written communications about your application with the department.

All written communication about your application will be sent to your authorised recipient, unless you indicate that you wish to have health and/or character information sent directly to you.

The department will communicate with the most recently appointed authorised recipient as you may only appoint one authorised recipient at any time for a particular application.

## Migration agent information

A migration agent is someone who can:

- advise you on the visa that may best suit you;
- tell you the documents you need to submit with your application;
- help you fill in the application and submit it; and
- communicate with the department on your behalf.

If you appoint a migration agent, the department will assume that your migration agent will be your authorised recipient, unless you indicate otherwise.

Your migration agent will be the person with whom the department will discuss your application and from whom it will seek further information when required.

You are not required to use a migration agent. However, if you use a migration agent, the department encourages you to use a registered migration agent. Registered agents are bound by the Migration Agents Code of Conduct, which requires them to act professionally in their clients' lawful best interests.

## Immigration assistance

A person gives immigration assistance to you if he or she uses, or claims to use, his or her knowledge or experience in migration procedure to assist you with your visa application, request for ministerial intervention, cancellation review application, sponsorship or nomination.

In Australia a person may only lawfully give immigration assistance if he or she is a registered migration agent or is exempt from being registered. Only registered migration agents may receive a fee or reward for providing immigration assistance.

If an unregistered person in Australia, who is not exempt from registration, gives you immigration assistance they are committing a criminal offence and may be prosecuted.

## Migration agents in Australia

Migration agents in Australia must be registered with the Office of the Migration Agents Registration Authority (Office of the MARA) unless they are exempt from registration.

## Migration agents outside Australia

Migration agents who operate outside Australia do not have to be registered. The department may give some overseas agents an ID number. This number does not mean that they are registered.

**Note:** Some Australian registered migration agents operate overseas.

## Exempt agents

The following people do not have to be a registered migration agent in order to provide immigration assistance, but they must not charge a fee for their service:

- a close family member (spouse, de facto partner, child, parent, brother or sister);
- a sponsor or nominator for this visa application;
- a member of parliament or their staff;
- an official whose duties include providing immigration assistance (eg. a Legal Aid provider);
- a member of a diplomatic mission, consular post or international organisation.

## Further information on migration agents

Information on migration agents, including a list of registered migration agents, is available on the Office of the MARA website [www.themara.com.au](http://www.themara.com.au)

You can also access information about migration agents on the department's website [www.immi.gov.au](http://www.immi.gov.au)

## Consent to communicate electronically

The department may use a range of means to communicate with you. However, electronic means such as fax or e-mail will only be used if you indicate your agreement to receiving communication in this way.

To process your application the department may need to communicate with you about sensitive information, for example, health, police checks, financial viability and personal relationships. Electronic communications, unless adequately encrypted, are not secure and may be viewed by others or interfered with. If you agree to the department communicating with you by electronic means, the details you provide will only be used by the department for the purpose for which you have provided them, unless there is a legal obligation or necessity to use them for another purpose, or you have consented to use for another purpose. They will not be added to any mailing list.

The Australian Government accepts no responsibility for the security or integrity of any information sent to the department over the internet or by other electronic means.

## Further information

*RSMS* – [www.immi.gov.au/skilled/skilled-workers/rsms/](http://www.immi.gov.au/skilled/skilled-workers/rsms/) or contact the relevant Centre of Excellence.

*Regional Certifying Bodies* –

[www.immi.gov.au/skills/regional-certifying-bodies.htm](http://www.immi.gov.au/skills/regional-certifying-bodies.htm), or contact:

E-mail: [sponsored.skilled@immi.gov.au](mailto:sponsored.skilled@immi.gov.au)

*Home page* **[www.immi.gov.au](http://www.immi.gov.au)**

*General enquiry line* Telephone **131 881** during business hours in Australia to speak to an operator (recorded information available outside these hours). If you are outside Australia, please contact your nearest Australian mission.

*Please keep these information pages for your reference*

This page is intentionally blank



# Employer nomination under the Regional Sponsored Migration Scheme

Please use a pen, and write neatly in English using BLOCK LETTERS.

Tick where applicable

If you believe a question does not apply, please provide a brief comment on why you believe this to be the case.

## Details of nominating business

**1** Name of business

  
  


**2** Trading name (if different)

**3** Australian Business Number (ABN)

Australian Company Number (ACN)

Australian Registered  
Body Number (ARBN)

**4** Street address of business or organisation's head office

  
  


POSTCODE

**5** Postal address (If the same as street address, write AS ABOVE)

  
  


POSTCODE

**6** Telephone number

Office hours  (AREA CODE )

**7** Contact officer for enquires

Name

Telephone number

Office hours  (AREA CODE )

Mobile/cell

**8** Do you agree to the department communicating with you by fax, e-mail or other electronic means?

No

Yes  Give details

Fax number  (AREA CODE )

E-mail address

**9** Nature of business – list the main activities undertaken and/or the main function of the nominating business

  
  
  
  
  


**10** Has the business previously lodged any nominations or sponsorships under:

|  |                             |                              |
|--|-----------------------------|------------------------------|
| Employer Nomination Scheme?  | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| Regional Sponsored Migration Scheme?   | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| Labour Agreement?  | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| Regional Headquarters Agreement/Invest Australia Supported Skills Agreement? | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| PQBS/SBS for temporary business entry?                                       | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| other temporary entry?   | No <input type="checkbox"/> | Yes <input type="checkbox"/> |

## Details of position offered

**11** Job title and occupation

Title

Occupation

Australian Standard Classification of Occupations (ASCO) code (if known)

**12** Location of employment

Town/city

Postcode

**13** Is the position available for a minimum of 2 years?

**Note:** Nomination of any position that is not available for at least 2 years cannot be approved.

(For further information, read 'The Regional Certifying Body (RCB)' on page 1)

No

Yes

**14** Is this position full-time (35 hours per week or more)?  
**Note:** Nomination of any position not offering full-time hours of work may not be approved

No

Yes

**15** What is the total remuneration package (including mandatory superannuation benefits)?

**16** What is the position's base annual salary (excluding mandatory superannuation benefits)?

**17** Please provide a job description for the nominated position including responsibilities and main duties

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**18** Outline the level of **formal** qualifications (eg. degree or diploma) required to satisfactorily perform the duties of the position

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**19** Outline other skills (ie. non-formal qualifications), required to satisfactorily perform the duties of the position

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**20** Do you want this nomination to be considered as an 'exceptional' appointment?

No

Yes  Please indicate which category of 'exceptional' refers to your nominee by ticking one (or more) of the boxes below:  
*(Read the guidelines for 'exceptional' appointment on skills, age or English grounds on pages 1 and 2 of this form – you may need to attach a separate sheet, signed and dated to fully respond to this set of questions)*

Diploma-level qualifications  
(Provide details how the position requires skills that may be regarded as 'equivalent' to a diploma – including details of nominees employment record with you if applicable)

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Age, ie. 45 years or over  
(Based on pages 1 and 2 of the guidelines, provide details why a waiver should be considered for age)

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Less than 'functional' English  
(Based on pages 1 and 2 of the guidelines, provide details how the person with less than 'functional' English would be able to operate in the Australian workforce)

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

## Details of nominee

**21** Full name of nominee/visa applicant (if known)

Family name

Given names

**22** Nominee's date of birth

DAY MONTH YEAR  
/ /

**23** Nominee's present country of citizenship

**24** Nominee's residential address

  
  
 POSTCODE

**25** Nominee's telephone number(s)

Office hours COUNTRY CODE AREA CODE NUMBER  
( ) ( )

After hours ( ) ( )

Mobile

**26** Did you locate the nominee through Skill Matching?  
(Refer to page 2 of this form)

No

Yes  Please provide the following details (this information is located on the Skill Matching database)

ASCO Code

Skill Matching ID number

Visa category

**27** Will the nominee be accompanied by any family unit members?

Not known

No

Yes  Please provide details of these dependants

1. Name

Date of birth DAY MONTH YEAR  
/ /

Relationship to nominee

2. Name

Date of birth DAY MONTH YEAR  
/ /

Relationship to nominee

3. Name

Date of birth DAY MONTH YEAR  
/ /

Relationship to nominee

4. Name

Date of birth DAY MONTH YEAR  
/ /

Relationship to nominee

Please attach further names if necessary

**28** What visa does the nominee currently hold (if known)?

## Assistance with this form

- 29** Did you receive assistance in completing this form?
- No  ▶ Go to Question 33
- Yes  ▶ Please give details of the person who assisted you
- Title: Mr  Mrs  Miss  Ms  Other
- Family name
- Given names
- Address
- 
- 
- 
- POSTCODE
- Telephone number or daytime contact
- |              | COUNTRY CODE | AREA CODE | NUMBER |
|--------------|--------------|-----------|--------|
| Office hours | ( )          | ( )       |        |
| Mobile/cell  |              |           |        |
- 30** Is the person an agent registered with the Office of the Migration Agents Registration Authority (Office of the MARA)?
- No
- Yes  ▶ Go to Question 33
- 31** Is the person/agent in Australia?
- No  ▶ Go to Question 33
- Yes
- 32** Did you pay the person/agent and/or give a gift for this assistance?
- No
- Yes

## Options for receiving written communications

- 33** All written communications about this application should be sent to:  
(Tick one box only)
- Myself  ▶ All written communications will be sent to the address for communications that you have provided in this form.
- OR**
- Authorised recipient  ▶ You must complete form 956 *Appointment of a migration agent or exempt agent or other authorised recipient* and attach it to this application form. Form 956 is available from the department's website
- OR**
- Migration agent  ▶ [www.immi.gov.au](http://www.immi.gov.au)
- OR**
- Agent exempt from registration

## Declaration of nomination

- 34** I declare that the details provided in this form are correct, and acknowledge that any non-compliance with Australian agreements, awards and conditions may incur penalties under Australia's industrial relations system and affect my future immigration nominations.

**Signature of nominator**

Date

Full name (block letters)

Position in business

## Checklist

- |  |                          |
|--|--------------------------|
| Have you read the explanatory notes at the beginning of the form to make sure you have answered each question fully (including Question 20 if applicable)?           | <input type="checkbox"/> |
| Have you attached copies of all necessary supporting documentation eg. financial statements or annual report of the nominating business?                             | <input type="checkbox"/> |
| Have you initialled and dated any alterations made in completing this form including any additional statements/information in response to any question on this form? | <input type="checkbox"/> |

We strongly advise that you keep a copy of your nomination and all attachments for your records.

# Certification by Regional Certifying Body

**36** As a body approved by the Minister for Immigration and Citizenship (by Gazette Notice) for the purposes of the Regional Sponsored Migration Scheme, it is certified that:

- (a) there is a need for a paid employee in the business that is actively and lawfully operating in regional Australia by the nominating employer; and
- (b) unless the nomination is 'exceptional' (see Question 20), the position nominated in this form requires the appointment of a person who has qualifications equivalent to at least Australian diploma level; and
- (c) the position nominated in this form is available full-time for at least 2 years consecutively; and
- (d) there will be evidence provided of an employment contract or letter of appointment between the employer and nominee in respect of the nominated position.

**Signature of representative**

Date 

|     |       |      |
|-----|-------|------|
| DAY | MONTH | YEAR |
| /   | /     |      |

Full name of representative of certifying body

  


Name of certifying body

  


Contact address of certifying body

  
  


POSTCODE

Telephone number

 (AREA CODE )

Fax number

 (AREA CODE )

Name of nominating business or organisation

  


Salary level

 AUD

Job title

Full name of nominee (if known)

Family name

Given name

Stamp of certifying body

## Office use only

File number

Exceptional appointment

Age

Language

Occupational experience

Comments

  
  
  


Decision

Name of decision maker

Position number

**Signature**

Date 

|     |       |      |
|-----|-------|------|
| DAY | MONTH | YEAR |
| /   | /     |      |

ASCO Code

Request ID