



Australian Government

Department of Immigration
and Citizenship

Notification of address or change of address for Business Skills visa holders

Form

922

About this form

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

Each holder of a Business Skills (Provisional) visa (including members of the family unit who are 18 years of age or over) must notify the Department of Immigration and Citizenship (the department) of their residential address within 6 months of their first arrival in Australia.

Each holder of a Business Skills (Residence) visa (including members of the family unit who are 18 years of age or over) must notify the department of their residential address within 28 days of visa grant.

Each holder of Business Talent visa (including members of the family unit who are 18 years of age or over) must notify the department of their residential address within 28 days of first arrival (if visa is granted outside Australia) or visa grant (if visa is granted in Australia).

All groups must also advise the department of any further changes of residential address within 28 days during the first 3 years after arrival or visa grant, respectively. Failure to do so may render the visa holder liable to penalties.

If you are notifying either your initial address or a change of address, please complete this form and return it to:

Perth Business Skills Processing Centre

Department of Immigration and Citizenship
Locked Bag 7
NORTHBRIDGE WA 6865
AUSTRALIA

About the information you give

The information you provide on this form will be used by the department to assist you in settling in Australia and for ensuring compliance with visa requirements. It may also be passed to the government of the State or Territory in which you reside.

The information you provide on this form may also be disclosed to other agencies which are authorised to receive it under law. Further information about agencies that might be able to access your personal details is available on form 993i *Safeguarding your personal information*. This information form is available from your nearest departmental office or on the department's website at www.immi.gov.au/allforms/

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 Questions 14 and 15 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.

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Migration agents in Australia

Migration agents in Australia must be registered with the Migration Agents Registration Authority (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 Migration Agents Registration Authority (MARA) website www.themara.com.au

You can also access information about migration agents on the department's website **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, your business activities in Australia, 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.

Home page **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



Notification of address or change of address for Business Skills visa holders

A separate form 922 *Notification of address or change of address for Business Skills visa holders* must be completed by each visa holder who is 18 years of age and over.

1 What subclass of visa do you currently hold?

2 Are you the:

Primary Business Skills visa holder

Spouse or de facto partner of a Business Skills visa holder

Name of primary visa holder

Dependent 18 years and over of a Business Skills visa holder

Name of primary visa holder

Your details

3 Title: Mr Mrs Miss Ms Other

4 Full name

Family name

Given names

5 Date of birth

6 Passport/travel document number

7 Residential address in Australia

POSTCODE

8 Date address effective from

9 Contact telephone numbers

Office hours

After hours

10 Business address in Australia

POSTCODE

11 Date address effective from

12 Contact business telephone numbers

Office hours

After hours/
mobile cell

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

No

Yes Give details

Fax number

E-mail address

14 Do you want to authorise another person to act on your behalf for Business Skills monitoring purposes?

(For further information on authorisation of an agent to act on your behalf, read the information at the front of this form)

No

Yes After you have completed this form, complete form 956 *Appointment of a migration agent or exempt agent or other authorised recipient*

15 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

OR

Migration agent

OR

Agent exempt from registration

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 **www.immi.gov.au**

16 WARNING: Giving false or misleading information is a serious offence.

Signature of applicant

Date

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