

Visitor Application Form

Visitor application forms can be submitted via fax or post but should be received by the Centre Manager at least 24 hours prior to requested visit time. Applicants must include a business hours telephone number so that you can be notified as to the outcome of your request. Approval is at the discretion of the Centre Manager and the Department of Immigration and Citizenship. A Visitor Conditions of Entry form must be completed by you and brought to the centre on the day of your visit.

All information will be treated confidentially and will only be used or disclosed in accordance with the provisions of the Migration Act 1958 and Privacy Act 1988.

SURNAME: **FIRST NAME(S):**

ADDRESS:

.....

PHONE NUMBER:

VEHICLE REGISTRATION NUMBER:

NAMES OF ANY CHILDREN ACCOMPANYING VISITOR:

.....

OCCUPATION & EMPLOYER (Only applicable to Professional visitors):

.....

NAME OF PERSON YOU WISH TO VISIT:

LOCATION:

PROPOSED VISIT DATE/S:

.....

PURPOSE OF VISIT: Legal Personal Other (Please specify)

SIGNED: **PRINT NAME:**

IDC USE ONLY:

Approved:

CSM:

Visits Officer:

Visit Received: Yes/No

Copy of approved Visit form issued to Visits booking:

Yes/ No

Date:

Daily visiting hours at each centre are:

Christmas Island	09:00 – 11:00	13:00 – 17:00	
Maribyrnong	09:00 – 12:00	13:00 – 19:00	
Northern (Darwin)	09:00 – 12:00	13:00 – 16:30	
Perth	09:00 – 11:30	14:30 – 17:00	18:30 – 20:00
Villawood	12:30 – 19:00		

Legal representatives are permitted to visit people in detention between the hours of 09:00 and 17:30 daily. Visits outside of these hours must be requested in writing and are subject to approval by the Centre Manager and the Department of Immigration and Citizenship.

Facility Contact Details:

Villawood IDC
15 Birmingham Avenue
Villawood NSW 2163

Postal Address:
PO Box 85
Villawood NSW 2163
Ph: 02 9780 9220
Fax: 02 9780 9206

Maribyrnong IDC
53 Hampstead Road
Maidstone VIC 3012

Postal Address:
PO Box 189
Maidstone VIC 3012
Ph: 03 9318 1999
Fax: 03 8682 2299

Northern IDC
Stuart Highway
Berrimah NT

Postal Address:
PO Box 39672
Winnellie NT 0821
Ph: 08 8984 1178
Fax: 08 8984 1145

Perth IDC
Cnr Baker & McComb Roads
Redcliffe WA 6104

Postal Address:
PO Box 475
Belmont WA 6984
Ph: 08 9479 1257
Fax: 08 9479 7284

Christmas Island IDC
Murray Road
North West Point
Christmas Island

Postal Address:
PO Box 433
Christmas Island WA 6798
Ph: 08 9164 7032
Fax: 08 9164 8058