



**Australian Government**  
**Department of Immigration and Citizenship**

**Orphan Relative Visa (Onshore)**  
**(Subclass 837)**

**Application Document Checklist**

This application document checklist details the information and supporting documents (personal, health and character) required to assist with the lodgement of a complete application with the department. Additional documentation may also be requested by the department.

**Important:** Original documents should not be provided unless requested. Please provide 'certified copies' of original documentation. Documents not in English must be accompanied by accredited English translations.

**See:** [Booklet 2 Child Migration](#)

Complete applications are likely to be processed more quickly. Incomplete applications may be delayed or, in some cases, refused.

More information to help you prepare your application is available.

**See:** [Information to Help Prepare Your Application](#)

**After completing this checklist, please attach it to the front of the application.**

<b>Forms, fees and charges</b>	✓
<a href="#">Form 47CH</a> <i>Application for migration to Australia by a child</i> A completed form 47CH including details of all dependents.	
<a href="#">Form 40CH</a> <i>Sponsorship for a child to migrate to Australia</i> A completed form 40CH from the child's sponsor	
Payment of the visa application charge <b>See:</b> <a href="#">Child Visa Charges</a>	
<b>Personal documents – sponsor</b>	✓
Evidence that the sponsor is; an Australian citizen, an Australian permanent resident , or an eligible New Zealand citizen, such as: <ul style="list-style-type: none"> <li>• certified copy of birth certificate</li> <li>• Australian passport or foreign passport containing evidence of permanent residence</li> <li>• for New Zealand citizens; evidence of length of residence in Australia and of continuing links with Australia.</li> </ul> Evidence that the child's sponsor is normally settled in Australia.	

<p>Photocopies of one of the following documents to show the sponsor's employment during the last two years:</p> <ul style="list-style-type: none"> <li>• Australian income and/or overseas tax assessment notice</li> <li>• a letter from the sponsor's employer confirming length of employment and annual salary</li> <li>• payslips</li> <li>• if the sponsor is self-employed or self-funded from other sources, business documents or a letter from your sponsor's accountant.</li> </ul>	
<p><b>If applicable:</b> A statement from the sponsor regarding any other person for whom the sponsor has signed a maintenance order and/or an assurance of support</p> <p>This statement must:</p> <ul style="list-style-type: none"> <li>• show the sponsor's relationship with this other person or persons</li> <li>• specify the dates of lodgement of any sponsorship or nominations (including any current sponsorship or nomination), maintenance guarantees or Assurances of Support.</li> </ul>	
<p>If the sponsored child is under 18 years of age, the sponsor must provide:</p> <ol style="list-style-type: none"> <li>a) an Australian National Police Check, if the sponsor has spent a total of 12 months or more in Australia since turning sixteen years of age; or</li> <li>b) if not required to provide an Australian National Police Check, police certificates from each country in which the sponsor has spent a total of 12 months or more in the last 10 years since turning sixteen years of age.</li> </ol> <p><b>See:</b>  <a href="#">National Police Checks</a>  <a href="#">Sponsor Eligibility</a>  <a href="#">Character Requirements Penal Clearance Certificates</a></p>	
<p><b>Personal documents - applicant</b></p>	✓
<p>If the child is applying in Australia, certified copies of the passport or travel documents the child used to enter Australia, and any passports held since then.</p>	
<p>Two recent passport size photographs (45mm x 35mm) of the child (four photos if health examinations have not been completed). These should be of the head and shoulders only, and should show the child facing the camera and against a plain background. Print the name of the child on the back of each photograph.</p>	
<p>A certified copy of the child's birth registration showing both parents' names. If a birth certificate is unavailable, a certified copy of the identification pages of at least one of the following documents must be provided:</p> <ul style="list-style-type: none"> <li>• passport</li> <li>• family book showing both parents' names</li> <li>• identification document issued by the government</li> <li>• document issued by a court that verifies the child's identity.</li> </ul>	
<p>Documents to show the child's relationship to the sponsor, eg. Birth certificate of the child's parents and birth certificate of sponsor would indicate siblings' relationship.</p>	

<p>If one or both parents are dead, a death certificate or other official documentation to verify this.</p>	
<p>If one or both parents' whereabouts are unknown, evidence of how long they have been missing and what efforts have been made to contact or find them.</p>	
<p>If one or both parents are permanently incapacitated, evidence showing why they are unable to care for the child. For example, if a parent has a physical or mental illness which stops them from being able to care for the child, provide a medical report to verify this.</p>	
<p>If the child's name has been changed, a certified copy of evidence of the name change.</p>	
<p>If the child is aged under 18, one of the following must be provided:</p> <ul style="list-style-type: none"> <li>• evidence that the law of the country in which the child resides supports the child's migration to Australia (eg. a court order)</li> <li>• a statutory declaration from each person with a legal responsibility to the child stating that they have no objection to the child's migration</li> </ul> <p><b>Note:</b> where a non-migrating parent/ guardian has the legal right to determine where the child can live, please provide a statutory declaration from the non-migrating parent/ guardian granting permission for the child to migrate to Australia, together with a certified copy of the non-migrating parent's/ guardian's identification (example, passport or driver's licence)</p> <ul style="list-style-type: none"> <li>• an Australian court order supporting the child's migration.</li> </ul>	
<p>If the child has served in the armed forces of any country, certified copies of military service records, or discharge papers.</p>	