

The **5** Step Document Evidence Guide



**Four Pillars of
Relationship for
Australian
Partner Visas.**



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Disclaimer

The information contained & provided in this Guide is for general information & educational purposes only and is not intended to provide legal advice.

It does not in any way create a registered a migration agent & client relationship. If you decide to use information in this guide you are taking full responsibility for your actions.

Australian Immigration Law and Policy is complex & constantly changing, and we recommend that you consult a Registered Australian Migration Agent to discuss your specific visa situation.

About Us



Julie Teshome is the Principal Migration Consultant (MARN 0741622) with Aussie Visa Solutions and was previously employed as an APS 6 Immigration Officer with the Department of Home Affairs for more than 19 years. During that time Julie worked as the Senior Immigration Officer, Kenya for almost five years.

She left Immigration in 2006, registering as a registered Migration Agent in 2007. Julie has more than 35 years experience in the immigration industry and is passionate about helping people understand & navigate the Australian Partner Visa Process.



Amy Teshome, is a Senior Migration Consultant (MARN 1278239) and holds a Graduate Certificate in Australian Migration Law and Practice from Murdoch University.

Amy has more than nine years experience successfully managing Partner Visas for clients from a broad range of countries. Over the years she has managed a range of complex Partner cases including clients under the Family Violence Provisions.

This is a Workbook that couples can complete together



If you are about to lodge or have already lodged your Partner Visa Application then **"The 5 Step Document Evidence Guide"** is perfect for your partner and yourself.

Providing evidence of your relationship is an important part of your Visa Application. This Guide provides suggestions that will help you put together documentary evidence in four specific aspects or pillars of your Relationship.



HOW TO USE YOUR 5 STEP GUIDE



Your Guide sets out **5 easy to follow steps** that IF taken, **will help you understand the "Why, What and How" of providing documentary evidence of the four aspects of your relationship to support of your Partner Visa Application.**

IF you took immediate action to book your special discounted Offer, you will have the opportunity to discuss the specifics of your Visa Application during your "One on One Consult" with either Amy or Julie.

IF you didn't take up our special Offer and want to book a One on One Consultation then please contact us.



STEP 1 – UNDERSTANDING THE “WHY”?



Your Case Officer is a delegate of the "Minister for Immigration, Citizenship, Migrant Services & Multicultural Affairs" (DOHA) and has responsibility to ensure your Partner Application meets the stringent Australian Immigration regulations & policy.

Every relationship is unique, and your Case Officer isn't a mind reader. 😊 They don't personally know you or your partner, so this means that it is your responsibility to share your personal love story with them.

DOHA expects you to provide personal ID, character documents such as Birth Certificates, Passports, Police Checks etc but it is also very important to provide documentary evidence covering the duration and genuineness of your relationship.



What is your Case Officer assessing?

Your case officer needs to be satisfied that you:

- ♥ are a Spouse or De Facto Partner AND
- ♥ have a mutual commitment to a shared life to the exclusion of all others
- ♥ have a relationship that is genuine & continuing and
- ♥ live together or not live separately & apart on a permanent basis.



Each Case Officer should consider ALL circumstances of your relationship:

- ♥ Financial aspects of the relationship.
- ♥ Nature of your household.
- ♥ Social aspects of the relationship.
- ♥ Nature of the persons' commitment to each other.



Now that you both know the **WHY** your Case Officer needs documentary evidence of your relationship, the next Step is to start to think about **WHAT** documentary evidence is hidden away or filed amongst your emails, phone, drawers or boxes under your bed or in the cupboard.

STEP 2 – GUIDE PREPARATION.



- ♥ Share the workbook with your Partner.
- ♥ Please complete this GUIDE TOGETHER
- ♥ Grab a coffee, tea, wine or beer AND a pen

STEP 3 - IDENTIFY WHAT DOCUMENTS YOU HAVE & WHAT YOU DO NOT HAVE.



- ♥ Start with the “Financial” Aspect of your Relationship on **Page 7**
- ♥ Which documents in the left side are relevant to your Love Story?
- ♥ List them in the right hand side of the page.

STEP 4 - ASK EACH OTHER WHO HAS & WHERE ARE THE DOCUMENTS?



- ♥ WHO has this evidence?
- ♥ WHERE is the evidence?
- ♥ Is it possible to get evidence that you didn't keep?
- ♥ HOW can we do this?
- ♥ WHO & HOW can we contact them?

Now that you located the evidence that you have, let's consider your personal circumstances. **WHAT evidence is not available or not relevant.** Each relationship is unique so not all evidence is required for your personal circumstances.

STEP 4 – continuation ...



Consider your personal circumstances:

- ♥ Are you living together in Australia or living Overseas?
- ♥ Do you have children together?
- ♥ Are you Engaged?
- ♥ What other factors are relevant to your relationship?

Identify & list any additional or new relationship evidence in the "Action Plan" on page 14

*Fantastic! You have done well to finish the first aspect.
Congratulate yourselves on the effort.
I wonder if you have already found new evidence of your relationship?*

**Now repeat this process ie Steps 3 & 4
with each Aspect or Pillar of your Relationship.**



**Step 5 is to be completed AFTER you have worked through the
four aspects or pillars of your relationship.**

Partner Visa Evidence of Relationship



Documentation confirming your relationship is:

- **Genuine & Continuing**
- **You live together or only temporarily apart.**
- **Committed to a shared life to the exclusion of all others.**

Financial

Household

Social

Commitment

Joint Ownership

Joint Liabilities

Joint Bank Statements

Insurance Vehicle/Life

Shared Bills

Purchases - Travel, Car, Furniture,

Joint Lease

Receipts - rent, phone, internet.

Custody & Care of Children

Same address

Shared Responsibilities eg cooking, cleaning,

Shared Arrangements

Family Events

Photos

Shared Interests

Social Media

Joint memberships

Friends & Family

Historical Evidence ie Initial Dates

Travel Together

Contact During Separation.

Phone/Text Communication

Engagement/ Wedding Receipts, Bookings etc

Future Plans

This is an example of possible documentary evidence under the four aspects or pillars of your relationship.

Financial Aspects



Documents

Joint ownership property, land, house: Rate notices, title deeds

Proof of Sponsors \$ support:

- Electronic Western Union
- Emails – confirming transfers
- Sponsors bank statements
- Applicants bank statements
- Applicants Saving book
- Sponsor payment of Applicant bills: Mobile, Rent/Bond O/S
- Joint Bank statements
- Purchases together: TV, Bed, Clothes, Food etc.
- Access to Sponsors Account: EFTPOS cards, Bank letter.
- Electricity/Gas/Water A/Cs & bills
- Joint Account & transactions
- Payment of medical expenses
- Australian Govt bodies: ATO, Centrelink.
- Travel Expenses: O/S & National
- Sponsors Accommodation:
- Receipts & Booking
- Tours, Events, Purchases whilst visiting & holiday.
- Accommodation/flights
- Itinerary - Sponsor & Applicant.
- Travel Insurance
- Purchase of Vehicle, Scooter.
- Car / Scooter Insurance
- Car Registration

Shared financial commitments & responsibilities.

List your documents here ...



Nature of your Household



Documents

- Care/custody of children
- Shared responsibilities: cooking, cleaning etc.
- Mail/letters to same address
- Correspondence addressed to both
- Receipts for bond & rent payment
- Joint lease or letter from landlord
- Shared expenses: food, clothing receipts
- Photos: home, cooking, garden, relaxing.
- Social Media Posts: FB etc
- Screenshots of messages: day to day running of the home
- Purchases together: TV, Bed, Clothes.
- Contents Insurance: joint names
- Library Membership
- Rewards cards both names
- Internet receipts

Shared responsibilities within your home.

List your documents here ...



Social Aspects



Documents

- Family invitations: weddings, birthdays etc.
- Joint social events with friends & family
- Shared events & celebrations
- Photos: relaxing with family, friends, travel
- Special times: dates, movie tickets
- Social Media Profiles & Posts: eg Screenshots. Facebook tagging each other.
- Examples of regular communication: eg Phone bills, Screen shots weekly, monthly.
- Joint travel booking
- Personal cards & gifts
- Church membership
- Sporting/Gym membership

How family & friends view your relationship.

List your documents here ...



Nature of Commitment

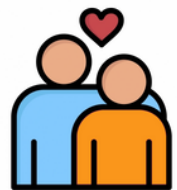


Documents

- Children of relationship
- Pregnancy: scans, Dr. Bills.
- Historical perspective: beginning to current.
- Plans to marry: Reception booking, Photographer
- Wedding clothes, Flowers, Invitations etc.
- Engagement: costs, cake, celebrations, location.
- Notice of Intent to Marry.
- Travel Together: costs
- Payment of Medicals.
- Adding to Sponsors Medical benefits
- Ongoing contact whilst living apart:
- Phone bills showing number
- Screenshots, message summary, WhatsApp chat
- Wills with beneficiary
- Superannuation Policy
- Next of Kin advice HR, Employer etc.
- Sponsors receipts:
- English classes, Driving Lic.
- School enrolment, uniforms, books etc.
- Future plans together

Mutual Commitment to each other.

List your documents here ...



STEP 5 - PREPARE & ATTACH THE EVIDENCE TO YOUR IMMIACCOUNT



Preparation of your Documentary Evidence:

- ♥ Translate into English eg <https://www.naati.com.au/>
- ♥ Collate & Colour scan each document
- ♥ Name the file so it describes the content
- ♥ Under 5MB size to attach to your ImmiAccount



Attach Documents to your ImmiAccount under the relevant Headings eg:

- ♥ Contact while apart
- ♥ Couple are living together
- ♥ Nature of couple's mutual commitment to each other
- ♥ Nature of Couples Household
- ♥ Relationship – Spouse, De facto Partner

If you can't find a relevant Heading attach the document under "Other".



Congratulations

You have now completed the "The 5 Step Document Evidence Guide."

You will now have additional documents providing evidence of your relationship covering the four aspects or relationship pillars that will help the case officer make a decision on your Australian Partner application.



Additional requirements:

Form 888 - two declarations



To be completed by person at least 18 years of age.
An Aussie citz or PR, Known by both applicant & sponsor
Signed & witnessed.

♥ Relationship Statements to be completed by Applicant & Sponsor



Case Officers will take into consideration the visa application as a "whole" so it's important that the documentary evidence of your relationship is comprehensive, relevant & shows the duration of your relationship.

Your love story is unique so there isn't necessarily a "one size fits all" solution. Providing documentary evidence of your relationship can be complicated and IF you're unsure or have questions then it is in your best interests to contact a registered migration agent to discuss your personal circumstances.

Julie & Amy have successfully helped hundreds of Partner Visa Applicants obtain their Visas.



What do we offer ?

- Personalised Consultation to discuss your circumstances.
- 35 plus years Immigration experience.
- Flexible, Individual & personal service.
- Help remove the stress, confusion, anxiety & overwhelm.
- Replace it with feelings of confidence, relief & in control.
- Allowing you to refocus on your relationship & own love story.



Registered Migration Agents

- Qualified in Migration Law & Procedure.
- Code of Conduct & must act in the lawful interests of our client.
- Professional standards for Knowledge & Character.
- Listed on Register of Migration Agents (OMARA)
www.mara.gov.au

If you intend to manage your Partner Visa Application without professional assistance please ensure that you check the current requirements with **DOHA** before you lodge your Application.

Our Contact Details

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Action Plan



A large, empty, light beige rectangular area with rounded corners, intended for writing the action plan.



Aussie
Visa Solutions
Specialising in Partner Visas