



### Traveler data / Angaben zum Reisenden

Country to Visit/Reiseland \*

Number of Entries/Anzahl Einreisen \*

Business - Tourist - Technical \*

Last Name/Nachname \*

First Name/Vorname \*

Nationality \*

Email \*

Phone / Telefon \*

### Assistant data / Angaben AssistentIn

Last Name/Nachname

First Name/Vorname

Email

Phone / Telefon

Cell phone/Handy

### Billing address / Rechnungsadresse

Company / Firmenname \*

Attention of / z.Hd. \*

Exact address / Genaue Adresse \*

PO-Number/Cost Center/Auftragsnummer/Kostenstelle

### Passport return address / Rückversandadr. Pass

Company / Firmenname

Attention of / z.Hd.

Exact address / Genaue Adresse

Return address for passport/Rücksendung Pass \*

Send Passport to Billing address/Passversand wie Rechnungsadresse

*For administrative reasons we require credit card payment for private persons.  
Aus administrativen Gründen verlangen wir Kreditkartenzahlung bei Privatpersonen.*

Payment/Zahlung \*

- Invoice/Rechnung
- Credit Card

Credit Card Number with Expiry Date MM/YY

Number

Expiry Date

Date of request / Datum des Auftrags

Return my passport until: / Pass zurück bis:

### Required Shipping / Gewünschte Versandart:

Swiss Post Registered A-Post next working day (Monday-Friday) - CHF 9,00

DHL Courier Standard next working day (Monday-Friday) - CHF 18,50

Courier SAME DAY - price on request

Swiss Post Registered EXPRESS next day (Monday-Saturday) - CHF 22,00

DHL Courier Rapid next working day (Monday-Friday) - CHF 23,50

Courier international - price on request



# Consular Service Fly

## Visa and Consular Service Bern - Geneva

### Required documents:

### Australia - Short Stay Working Specialist

**Validity of Visa:**

180 days

**Max. Duration of stay:**

3-6 months

**Permitted entries:**

multiple

- Our Visa Request Form
- Application form      Questionnaire PDF - (download from our site, the online application form will be filled by us).
- Scan of passport, valid at least 6 months beyond return date, good quality, colored
- If non-Swiss - Copy Swiss residence permit B, C or G
- Digital passport photo (jpg) - good quality, colored, white background, not older than 4 months
- Copies of all visas issued in the passport
- Travel itinerary
- Invitation letter: With company stamp, signature, indication of place of activity - Copy/scan sufficient (colored, good quality) - required language: english
- Employer's letter (letter of assignment with cost coverage and confirmation of employment) - Copy/scan sufficient (colored, good quality) - required language: english
- Confirmation of employment stating the intention to resume work, with start working date - required

*Our service and responsibility is completed from the moment we post our documents at the Swiss Post or Courier Service.  
We are not liable for any delay or loss of documents posted on time.*

• [info@consular-service.ch](mailto:info@consular-service.ch) • [www.consular-service.ch](http://www.consular-service.ch) •

**Office Bern**

Postadresse: Postfach 9008, 3001 Bern  
Domizil: Murtenstrasse 114, 3202 Frauenkappelen  
Tel. +41 (0) 31 888 80 80 - Fax +41 (0) 31 888 80 85

**Office Genève**

Adresse postale: Case postale 1345, 1211 Genève 1  
Tel. +41 (0) 22 888 50 80 - Fax +41 (0) 22 888 50 85



# Consular Service Fly

Visa and Consular Service  
Bern - Geneva

language: english

- Travel history of the previous 10 years (country, purpose of travel, dates of travel - in Word or Excel format)
- Skill certificates
- Additional documents: If applicable - evidence of change of name (marriage)

**Submission procedure: The visa is an electronic visa. The issued visa will be sent to you in PDF form and should be carried with you when you enter the country. Send us all documents by email.**

Processing time standard application 1 - 3 weeks

Processing time express application not available

Processing time urgent application not available

**Comment/Remarks**

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Bern - Geneva

## Australien – Questionnaire

(incomplete questionnaires can lead to a delay of process)

<b>Name and First Name</b>		
<b>Private full address with post code and location</b>		
<b>Place and country of birth</b>		
<b>Private Phone number</b>		
<b>Marital status</b>	single	married
	widowed	divorced
<b>Maiden name/Name at birth</b>		
<b>Does this applicant have any other passports of another country?</b>	Country: valid from:	Passport no: to:
<b>Employer: Company, Name of Supervisor, Address, Function, Phone, Date start of employment</b>		
<b>Required Visa</b>	eVisitor Tourist Visitor Tourist Stream Working Specialist	eVisitor Business Visitor Business Stream Work and Holiday
<b>Required Visa dates</b>	from:	to:
<b>Contact in Australia with full name, address, email, phone</b>		
<b>Visa number of previous australian visas</b>		

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<b>Relatives in Australia (full name, birth date and full address)</b>	
<b>Description of planned activities in Australia</b>	
<b>More than 3 months continuous stay abroad in the last 10 years</b>	<b>Country:</b>  <b>Date from/to:</b>  <b>Purpose of stay:</b> _____ <b>Country:</b>  <b>Date from/to:</b>  <b>Purpose of stay:</b>
<b>Health examination for an Australian visa in the last 12 months (if yes, please attach a copy)</b>	<b>yes</b> <b>no</b>

<b>Only for Working specialist:</b>	
<b>Relevant qualifications for work in Australia</b>	
<b>Relevant skills for work in Australia</b>	
<b>Work experience</b>	

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