



Australian Government

Department of Immigration  
and Citizenship

# Visa label request and payment

Form

1405

## What is a visa label?

A visa label is a document placed in your passport that contains information about your visa.

## Do I need a visa label?

The Australian Government does not require you to have a visa label in your passport to travel to, enter or remain in Australia. Your visa information is stored by the Department of Immigration and Citizenship (the department) electronically and can be accessed online.

When you check-in to travel to Australia, airline staff will electronically confirm that you have a visa prior to boarding the aircraft.

In Australia you can check your visa information online via the Visa Entitlement Verification Online (VEVO) system. For more information see

[www.immi.gov.au/visas/about-your-visa.htm](http://www.immi.gov.au/visas/about-your-visa.htm)

**Foreign governments are aware that Australia does not require a visa label. You should check with the relevant government authorities regarding requirements to have a visa label in your passport when you transit through or exit a country. The Australian Government cannot advise on other countries' requirements.**

## When should you use this form?

Use this form to request and pay for a visa label. You can only request and pay for a visa label if you have a current Australian visa.

## How much is the charge for a visa label?

See form 990i *Charges*, available from the department's website [www.immi.gov.au/allforms/pdf/990i.pdf](http://www.immi.gov.au/allforms/pdf/990i.pdf) for the current visa label charge.

## How to request a visa label

Requests for a visa label can be made at an Australian immigration office in Australia or an Australian Diplomatic Mission using this form.

Service Delivery Partners (SDPs) provide services in some countries. For more detailed information and to check if an SDP is available in your country, check the department's website [www.immi.gov.au/contacts/overseas](http://www.immi.gov.au/contacts/overseas)

If you mail this request:

- we strongly advise you make a copy of your passport details page for your records before you mail your passport;
- include the passport that you want labelled;
- include a self-addressed, pre-paid, registered envelope;
- ensure that you have correctly completed this form;
- you will need written authorisation from the visa holder to request a visa label on their behalf if you are not the visa holder, parent or guardian.

## Method of payment

### In Australia

To make a payment, please pay by credit card, debit card, bank cheque or money order made payable to the Department of Immigration and Citizenship. Debit card and credit card are the preferred methods of payment.

### Outside Australia

Before making a payment outside Australia, check with the Australian Diplomatic Mission where you intend to lodge your application for methods of payment, currencies they can accept and to whom the payment should be made. For contact information check the department's website [www.immi.gov.au/contacts/overseas](http://www.immi.gov.au/contacts/overseas)

## Evidence of previously held visas

You can only request a visa label for your current visa. If you need the department to provide a record of previous visas, then you will need to apply for access to documents under freedom of information (form 424A *Request for access to documents or information*) or access to your international movement records (form 1359 *Request for international movement records*).

## Roles and responsibilities

The department will:

- place the label into your passport after your visa is granted and the label charge has been paid;
- use the information that you have given in your visa label request to contact you if more information is needed.

You will:

- provide your undamaged valid passport with at least one (1) completely empty page, with the visa label request;
- provide all information required by the department;
- pay the visa label charge;
- provide written authorisation, if applicable;
- provide the departmental receipt if you have already paid for a visa label.

## Exemptions

The first issue of a label for the below subclasses are exempt from paying the charge.

- Bridging (General) (subclass 050) visa
- Bridging Protection Visa Applicant (subclass 051) visa
- Bridging F (subclass 060) visa
- Bridging R (Removal Pending) (subclass 070) visa
- Refugee (subclass 200) visa
- In-country Special Humanitarian (subclass 201) visa
- Global Special Humanitarian (subclass 202) visa
- Emergency Rescue (subclass 203) visa
- Woman at Risk (subclass 204) visa
- Emergency (Permanent Visa Applicant) (subclass 302) visa
- Emergency (Temporary Visa Applicant) (subclass 303) visa
- Government Agreement (subclass 406) visa
- Foreign Government Agency (subclass 415) visa
- Special Program (subclass 416) visa – where the visa holder is participating in the seasonal worker program
- Domestic Worker (Temporary) Diplomatic or Consular (subclass 426) visa
- Kosovar Safe Haven (Temporary) (subclass 448) visa
- Humanitarian Stay (Temporary) (subclass 449) visa
- Postgraduate Research Sector (subclass 574) visa
- Border (subclass 773) visa
- Temporary (Humanitarian Concern) (subclass 786) visa
- Territorial Asylum (subclass 800) visa
- Resolution of Status (subclass 851) visa
- Witness Protection Trafficking Permanent (subclass 852) visa
- Protection (subclass 866) visa
- Criminal Justice Entry visa
- Criminal Justice Stay visa
- Student visas granted under:
  - Australian government funded scholarship
  - AusAID sponsorship
  - Department of Defence sponsorship
  - Approved scheme sponsorship.

All issuances of a label for the below are exempt from paying the charge.

- Diplomatic (Temporary) (subclass 995) visa
- Temporary Work (International Relations) (subclass 403) visa
- Visa holder acting as a representative of a foreign government or a person to whom privileges and immunities are, or are expected to be, accorded under the *International Organisations (Privileges and Immunities) Act 1963* or the *Overseas Missions (Privileges and Immunities) Act 1995*.

## About the information you give

The department is authorised under the *Migration Act 1958* to collect information provided on this form. The information provided will be used by the department to communicate with you.

It may also be disclosed to agencies authorised to receive information relating to adoption, border control, business skills, citizenship, education, health services, law enforcement, payment of pensions and benefits, taxation, review of decisions and regulation of migration agents and other professionals.

The information form 993i *Safeguarding your personal information*, available from the department's website [www.immi.gov.au/allforms/](http://www.immi.gov.au/allforms/) or from any office of the department or Australian missions overseas, gives details of agencies to which your personal information might be disclosed.

*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*



Please use a pen, and write neatly in English using BLOCK LETTERS.

Tick where applicable

## Visa holder(s) details

### 1 Give details of the visa holder(s) requesting a visa label

*If there are more than 2 visa holders requesting a label, please photocopy this page, write the name(s) of the additional visa holder(s) and attach it to this form.*

Family name

Given names

Date of birth 

DAY	MONTH	YEAR

 / /

Country of passport

Passport number

E-mail address

Telephone number 

COUNTRY CODE	AREA CODE	NUMBER

 ( ) ( )

Mobile/cell

**Important:** Attach a copy of your most recent visa label, visa grant letter or any other visa evidence in your passport.

### Additional visa holder details

Family name

Given names

Date of birth 

DAY	MONTH	YEAR

 / /

Country of passport

Passport number

**Important:** Attach a copy of their most recent visa label, visa grant letter or any other visa evidence in their passport.

### 2 Do you consider that you are exempt from paying the visa label charge? Refer to page 2 of this form.

No  ▶ Go to Question 3  
Yes  ▶ Go to Question 4

## Offshore/onsore – Payment details

### 3 How will you pay for your visa label?

If applying **outside Australia**, please check with the Diplomatic Mission where you intend to lodge your application as to what methods of payment and currencies they can accept and to whom the payment should be made payable.

If applying **in Australia**, credit card is the preferred method of payment. If paying by bank cheque or money order please make payable to the Department of Immigration and Citizenship.

Bank cheque   
Money order   
Credit card  ▶ Give details below

Payment by (tick one box)

MasterCard <input type="checkbox"/>	Diners Club <input type="checkbox"/>
American Express <input type="checkbox"/>	JCB <input type="checkbox"/>
Visa <input type="checkbox"/>	

Cost (Australian Dollars)

Cost per label	AUD <input style="width: 80px;" type="text"/>	X
Number of labels	<input style="width: 60px;" type="text"/>	
<b>Total cost</b>	AUD <input style="width: 100px;" type="text"/>	

Credit card number

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Expiry date 

MONTH	YEAR

 / 

YEAR

Cardholder's name

Cardholder's telephone number 

COUNTRY CODE	AREA CODE	NUMBER

 ( ) ( )

Mobile/cell

Cardholder's e-mail address

**Signature of cardholder**

Credit card information will be used for charge paying purposes only.

### 4 Address where your passport(s) is to be returned to

POSTCODE

**Note:** Please include a self-addressed, pre-paid, registered envelope.

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