



"Providing the right Overseas Talent to Australia"

## Client Details required for our FLB Agents in Manila to assist an Australian client in completing a 457 Visa Australian Sponsorship Application

*FLB Overseas (Australia) Pty Ltd is not an Immigration Agent and therefore refers all their clients to an Australian immigration service provided by experienced Australian agents resident in Manila. The following checklist has been provided to FLB Australia by these Agents as a guide to the documentation that is required by them to facilitate the submission of a 457 Visa Sponsorship Application to the Australian Government.*

- 1. Evidence is required that the sponsoring business is lawfully and actively operating in Australia**
  - (a) Details of business registration, e.g. an Australian Company Number (ACN), or Australian Business Number (ABN).
  - (b) Copy of above documents and certificates need to be scanned and emailed to [gray.goodwin@flboverseas.com.ph](mailto:gray.goodwin@flboverseas.com.ph) for data collation.
  
- 2. Evidence is required that the sponsoring business will be the direct employer of all nominees that are approved.**
  - (a) The Immigration Agent in Manila will provide a sample FLB Overseas Master Employment Contract (MEC) that covers all items required in this question. The client discusses and approves the terms of this contract with the Immigration Agency.
  - (b) If not OK, or substantially different to client terms, then the terms of the contract can be altered and email back to [gray.goodwin@flboverseas.com.ph](mailto:gray.goodwin@flboverseas.com.ph) .
  
- 3. Evidence is required that demonstrates that the sponsoring business will utilise or create in Australia new and improved technology or business skills**

This item will not apply to most businesses

  - (a) Any new or improved technology or skills should be newly available in Australia and details should be provided giving evidence of the benefits of the new technology or skills; e.g. evidence of a patent endorsements from objective third parties, such as Australian or International bodies.

**4. Details are require of any training activities to be undertaken**

- (a) Make sure any costs for training are included in the P&L as a separate item so they can be identified.
- (b) List all training and/or courses e.g. forklifts, safety, welding skills, office training, mine skills or other courses done by staff.
- (c) List all courses/training, when, numbers attending and costs

**5. List all the staff currently employed into the following categories**

- (a) The number of Australian (including Permanent Resident) employees  
i.e. the current total number of staff within the business
- (b) Then list by number:
  - ◆ Management
  - ◆ Professional
  - ◆ Trades people
  - ◆ New graduates
  - ◆ Registered trainees
  - ◆ Apprentices
  - ◆ Other non-registered trainees

and whether they are full time or part time.

- (c) Identify how many Indigenous staff numbers are employed.

**6. Provide details of the future training plans of the sponsoring business**

- (a) Detail of the proposed number of persons to be trained
- (b) The nature and duration of the training to be offered.

NOTE: Information should be sufficiently detailed or QUANTIFIED

**7. Please provide evidence that the sponsoring business has the financial capacity to meet the undertakings set out in the 'Sponsor's Declaration on the sponsorship application form.**

- (a) Recent profit and loss statements
- (b) A current balance sheet (statement of financial position)
- (c) A letter of support from your Chartered Accountant, CPA, or Bank that confirms the ability of the business to meet the financial obligations under the Sponsor's undertakings for all sponsored persons.