

Australia : Business Visa

Checklist of documents required (updated as on 01st July 2026):

Sr. No.	Document	Checklist
*	Documents from Indian Employer (Company) -	
1.	Employer Covering letter on their Letterhead addressed to – “To, The Australian High Commission, New Delhi.” giving all the details about the applicant and the Business trip. Letter to be signed by authorized signatory along with the Company’s seal, mentioning their Name, Designation and Contact details.	
2.	Indian Employer’s Last 6 months latest Bank statements with bank stamp & signature.	
3.	Indian Employer’s Company Registration Document. Certificate of Incorporation, GST Certificate (All 3 pages), etc.	
4.	Indian Employer Last 3 Years ITR copies. (Only Acknowledgement Pages).	
5.	Invitation Letter from the Australian Company on their letterhead addressed to – “To, The Australian High Commission, New Delhi.” With the Company’s seal and signature of authorized signatory mentioning their Name, Designation and Contact details.	
*	Documents of the Applicant -	
6.	Full Clear Scanned Valid + Old Passport with all immigration stamps and visas.	
7.	Duly filled 1419 VISA application form (which will be reviewed and further filled by us online on your behalf) – fill from page no 5-12 only	
8.	Clear Scanned / Digital passport size photograph as per these specifications: Size 35X45mm, white background, face should comprise 80% of the photo, wearing dark clothes, without eyewear, both ears should be clearly visible and no teeth to be shown.	
9.	Photo Copy of Government ID proof – Aadhar Card & Pan Card	
10.	Last 3 Months Salary slips with company stamp & sign.	
11.	Latest 6 months updated Personal Savings & Salary account statements with bank stamp & signature on each page.	
12.	Personal ITR copy for last 3 years for salaried person. If self-employed, Personal & company ITR copy for last 3 years.	
13.	Return Flight Tickets if any.	
14.	Confirmed hotel bookings with applicant name mentioned in the reservation if any.	
15.	If Self Employed – Company Registration document (Certificate of Incorporation/MOA/Shop Act/AAO/GST Certificate/Partnership Deed written in English with current Bank Account statement).	

Important Information:

Please be informed that with immediate effect as per the new changes in Australia online visa process for Indian Nationals, the Applicant has to submit at least one preferred ID proof (other than the Passport). You must provide a certified copy of your National Identity Card/s – Aadhaar Card/PAN Card/Driving License or Voter ID. The copy of the identity proof will be required at the time for processing the online application.

Processing Time:

Australia Business visa takes 3 to 4 weeks.

Visa Pricing*:

Sr. No.	Particular	Charges
1.	VISA fees (AUD 250)	₹ 16,500.00 Approx.
2.	Odyssey Service Charges (Inclusive GST)	₹ 4,130.00
	Total	₹ 20,630.00

**If the application needs to be submitted under Priority Submission it will be chargeable of AUD 1000 additional where the visa status is received within 2-3 working days.

*The visa fees for all the countries are subject to change, even due to the rate of exchange & without any prior notice. Please check for the updated fee at the time of applying.

Important Note:

- 1) Granting or refusing the visa is at sole discretion of the respective Embassy/Consulate/High Commissions. Odyssey Tours & Travels only assists in the Visa Application process & does not give any guarantees or assurances about the approval of the VISA or the time frame for processing the Visa Application.
- 2) Documents may vary on case to case basis and the Embassy/VFS may ask for some additional documents from the applicant as well as may call the applicant for a personal Interview.
- 3) The duration of the visa and whether it is for a Single/Multiple entry, is at the sole discretion of the Consulate.

Other services offered by Odyssey Tours and Travels:

Odyssey has been in the Business for the past 33 years and we have an experienced team with collective experience of more than 200 years, excellent strategic relationship with the airlines and the best travel technology tools which helps us in crafting memorable experiences for our clients.

Apart from visas, we offer the entire gamut of travel services including flights, hotels, sightseeing tours, cruise vacations, customized conference and incentive programs, car rentals, travel insurance and passport assistance.