

To,

**Consulate of Australia**

2 Chome-1-14 Mita, Minato City, Tokyo  
108-8361, Japan

**Mar 31, 2023**

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<https://onelink.to/vfbcch>

**Subject:** Approval of my Work Visa with Australian Consulate

Dear Sir/Madam,

I would like to visit Australia for employment between Aug 7, 2023 and Feb 29, 2024 .

**Travel Purpose:** To work

As Japan citizen, I need to get a Work Visa for the same. This would explain the details of my trip and make a case for the issuance of my visa.

I am currently working at Sanrio as System Analyst I am the bearer of the expense of this trip

I am following the requirements as mentioned on the Australian consulate website.

Please find enclosed the following documents to support my Work Visa application :

- **Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.**
- **Hotel bookings made for this trip.**
- **Photos as per visa specification**
- **Duly filled visa application form**
- **Original and copy of my passport with minimum 6 months validity**
- **My latest ITR which have been filed till date**
- **My employment contract**

- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- Two application forms as mentioned in the requirements
- Proof of my leave approval from my employer
- Proof of Invitation from my host
- My employment contract from the company in your country

I trust you will find that everything is in order. If you need to contact me for further clarification or additional details on my application my details are below.

I look forward to hearing from you.

Sincerely,

\_\_\_\_\_ Date: Mar 31, 2023

*(Hiroshi)*

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