



## RSMS Internal Documentation Checklist

Name of Nominee: \_\_\_\_\_

Name of Sponsoring Company: \_\_\_\_\_

Position: \_\_\_\_\_ ANZSCO: \_\_\_\_\_

Migration Agent (if any): \_\_\_\_\_

Contact for Application: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Fax: \_\_\_\_\_

### Compulsory Forms

Document	Received	Comments
DIAC Form 1404		
Position Description		
Employment Contract		
Salary Comparison		
Payment		

### Recommended Forms

Market Testing		
Resume/CV		

### Additional Documents

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Document Check: \_\_\_\_\_ (Print Name)

\_\_\_\_\_ (Signature)

Internal Use Only
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Approval: \_\_\_\_\_ (Print Name)

\_\_\_\_\_ (Signature)