



Important – Please read this information carefully before you complete this form. Once you have completed this form we strongly advise that you keep a copy for your records.

If you intend to change your residential address for more than 14 days while your application is being processed, you must tell the Department of Immigration and Border Protection (the department) your new address prior to moving, and how long you will be there.

You must advise the department of any changes to your passport details before and after a visa is granted to you.

Where a new passport has been issued or you hold an additional passport(s) of another nationality, you must provide a certified copy of the Bio-data page of this additional passport(s) with this form in order for the department to confirm your new details.

Where a new passport has been issued with a new name, you must provide certified copies of the Bio-data page of the previous passport, new passport and official evidence of name change (eg. change of name certificate, marriage certificate) with this form in order for the department to confirm your new details.

If you have an endorsement in your current passport with your new name as the principal name, you must provide certified copies of relevant pages of the current passport and official evidence of name change with this form in order for the department to confirm your new details

Your departmental records will be updated and new details linked to your record on the department's systems to facilitate your travel.

Please use this form to advise of any change to your:

- address; and/or
- passport details.

Return the completed form to the office where you lodged your application or if your visa has been granted, to the nearest office of the department.

Note: Questions 1–7 are mandatory. These questions must be completed regardless of the details you are changing as they contain essential information necessary to process the change of contact details and to ensure that you will receive all written communications about the application.

Updating authorised recipient's contact details

To update your authorised recipient's contact details please complete form 956 or form 956A and provide it to the department.

Form 956 and form 956A are available from the department's website www.immi.gov.au/all-forms/

About the information you give

The department is authorised to collect information provided on this form under Part 2 of the *Migration Act 1958* 'Control of Arrival and Presence of Non-Citizens'. The information provided will be used by the department for assessing your eligibility for a visa, and for processing your entry to and departure from Australia.

The information provided might also be disclosed to agencies who are authorised to receive information relating to adoption, border control, business skills, citizenship, education, health assessment, health insurance, health services, law enforcement, payment of pensions and benefits, taxation, superannuation, review of decisions and registration of migration agents.

Relevant information about you will be disclosed to federal, state and territory police to assist in your location and possible detention in the event that you become an unlawful non-citizen. You will become an unlawful non-citizen if your visa ceases (by cancellation for breach of a visa condition for example) or expires and you do not hold another visa authorising you to remain in Australia.

The collection, access, storage, use and disclosure by the department of the information you provide in this form is governed by the *Privacy Act 1988* and, in particular, by the 11 Information Privacy Principles. The information form 993i *Safeguarding your personal information*, available from offices of the department, 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.

Offices of the department in Australia

New South Wales

Parramatta Office

9 Wentworth Street
PARRAMATTA NSW 2150

Postal address:
GPO Box 9984
SYDNEY NSW 2001

Fax: (02) 8861 4422

Sydney CBD Office

Ground Floor
26 Lee Street
(near Railway Square)
SYDNEY NSW 2000

Postal address:
GPO Box 9984
SYDNEY NSW 2001

Fax: (02) 8862 6096

Australian Capital Territory

ACT Regional Office

3 Lonsdale Street
BRADDON ACT 2612

Postal address:
GPO Box 717
CANBERRA ACT 2601

Fax: (02) 6248 0479

Victoria

Melbourne CBD Office

Ground Floor
Casselden Place
2 Lonsdale Street
MELBOURNE VIC 3000

Postal address:
GPO Box 241
MELBOURNE VIC 3001

Fax: (03) 9235 3300

Dandenong Office

Level 5
76 Thomas Street
DANDENONG VIC 3175

Postal address:
GPO Box 241
MELBOURNE VIC 3001

Fax: (03) 8762 2600

Tasmania

Hobart Office

Ground Floor
188 Collins Street
HOBART TAS 7000

Postal address:
GPO Box 794
HOBART TAS 7001

Fax: (03) 6281 9579

Queensland

Brisbane Office

299 Adelaide Street
BRISBANE QLD 4000

Postal address:
GPO Box 9984
BRISBANE QLD 4001

Fax: (07) 3136 7473

Cairns Office

Level 2
GHD Building
85 Spence Street
CAIRNS QLD 4870

Postal address:
PO Box 1269
CAIRNS QLD 4870

Fax: (07) 4051 0198

Thursday Island Office

Commonwealth Centre
Hastings Street
THURSDAY ISLAND QLD 4875

Postal address:
PO Box 299
THURSDAY ISLAND QLD 4875

Fax: (07) 4069 1884

Western Australia

Perth Office

Wellington Central
Level 3
836 Wellington Street
WEST PERTH WA 6005

Postal address:
Locked Bag 7
NORTHBRIDGE WA 6865

Fax: (08) 9415 9766

South Australia

Adelaide Office

Level 3
55 Currie Street
ADELAIDE SA 5000

Postal address:
GPO Box 2399
ADELAIDE SA 5001

Fax: (08) 7421 7653

Northern Territory

Darwin Office

Pella House
40 Cavenagh Street
DARWIN NT 0800

Postal address:
GPO Box 864
DARWIN NT 0801

Fax: (08) 8981 6245

Please keep these information pages for your reference



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

Tick where applicable

1 Which of the following details have changed?

Contact details Complete **Part A and Part B**

Passport details Complete **Part A and Part C**

Part A – Applicant's details

2 Applicant's full name

Family name

Given names

3 Date of birth

DAY	MONTH	YEAR
/	/	/

4 Provide one of the following:

Client number issued to the applicant by the department

File number issued to the applicant by the department

Application receipt number issued to the applicant by the department

Passport/travel document number (previously provided to the department)

Passport number

Visa label number

If granted a visa without a label, please provide the 13-digit visa grant number (as shown on the letter notifying the applicant of the grant of the visa).

Visa grant number

5 Details of identity card or identity number issued to the applicant by his/her government (if applicable) eg. National identity card.

Note: If the applicant is the holder of multiple identity numbers because he/she is a citizen of more than one country, you need to enter the identity number on the card from the country that he/she lives in.

Identity number

Country of issue

6 What application has been lodged?

Citizenship Residence

Student Visitor

Other Describe

7 At which office was the application lodged?

Part B – Applicant's new contact details

8 Residential address

POSTCODE

Telephone number

COUNTRY CODE	AREA CODE	NUMBER
()	()	()

9 Address for correspondence

(If the same as your residential address, write 'AS ABOVE')

POSTCODE

10 Do you agree to the department communicating with you by fax, e-mail or other electronic means?

No

Yes Give details

Fax number

COUNTRY CODE	AREA CODE	NUMBER
()	()	()

E-mail address

11 Effective dates for new contact details

DAY	MONTH	YEAR
/	/	/

 to

DAY	MONTH	YEAR
/	/	/

Part C – New passport details

12 Details of the applicant's/visa holder's new passport

Name as it appears in passport	<input type="text"/>						
Passport number	<input type="text"/>						
Country of passport	<input type="text"/>						
Date of issue	<table border="1"> <tr> <td>DAY</td> <td>MONTH</td> <td>YEAR</td> </tr> <tr> <td>/</td> <td>/</td> <td></td> </tr> </table>	DAY	MONTH	YEAR	/	/	
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DAY	MONTH	YEAR					
/	/						
Issuing authority/ Place of issue as shown in passport	<input type="text"/>						
	<input type="text"/>						
	<input type="text"/>						

13 Is the name in your passport different to what you have previously advised the department?

No

Yes You must submit evidence of name change as listed on page 1 in order for the department to confirm your new details.

14 Details of other passport(s) held by the applicant/visa holder

1. Name as it appears in passport

Passport number

Country of passport

Date of issue

DAY	MONTH	YEAR
/	/	

Date of expiry

DAY	MONTH	YEAR
/	/	

Issuing authority/
Place of issue as shown in passport

2. Name as it appears in passport

Passport number

Country of passport

Date of issue

DAY	MONTH	YEAR
/	/	

Date of expiry

DAY	MONTH	YEAR
/	/	

Issuing authority/
Place of issue as shown in passport

15 **WARNING:** Giving false or misleading information is a serious offence.

Signature of applicant



Date

DAY	MONTH	YEAR
/	/	

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

Office use only

Details shown on record

Date of last departure

DAY	MONTH	YEAR
/	/	