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01 August 2021

Service Agreement No. **XXXX**

Student Visa 500

Client: **XXX** ("the Client")
Migration Agent: **Alexei Grinko** MARA No. 0103440 ("the Agent")

1. The Agent will carry out the following work:

The Agent assists the Client in applying for a Temporary Student Visa Subclass 500. To achieve this goal, the Agent is to:

- a. represent the Client when interacting with the Department of Home Affairs (DHA) and other authorities (if necessary), regarding the Client's case;
- b. advise the Client on all aspects of the application and subsequent immigration (if applicable);
- c. preparation and lodgment of enrolment application to relevant Education Provider
- d. assistance in preparation of all supporting documents;
- e. prepare and lodge a visa application with the DHA;
- f. fulfil any other job, necessary for finalizing the case.

2. Fees and charges:

Agent's fee for visa 500 application	2200
<i>Each school-age child accompanying the main applicant (if applicable)</i>	<i>550</i>
Filing fees payable to DHA including 1.4% cc surcharge:	
Visa sub-class 500 application - Main Applicant	639
Visa sub-class 858 application - Applicant over 18 (1)	477
Visa sub-class 858 application - Applicant under 18 (1)	157
Total Payable	4023

2.1 The full list of services included in the package according to the Agreement can be found on our website located at: <https://sydneyvisas.com/our-services>

3. Filing fees are subject to changes at DHA's discretion.

4. **The Agent's fees and filing fees will be payable as follows;**

Amount payable before commencement of work	2750
Agent's fee for visa 500 application	
<i>Each school-age child accompanying the main applicant (if applicable)</i>	
Amount payable prior to lodging visa 500 application	1273
TOTAL:	4023

5. Charges associated with the cost of Australian education and Medical Health Insurance is not included in this service Agreement and is payable separately to the provider.

6. The Agent also provides the following **additional services** (if required):
NAATI accredited documents translation into English (quotation on request).

7. Filing fees and other expenses must be paid to the Agent within 7 days of payment being requested by the Agent.

8. All fees for services provided by the Agent are not inclusive of GST as being considered as export services if payable from overseas otherwise 10% of GST must be paid on Agent's fees and other expenses.

9. The Agent believes that the Client has reasonable prospects of success in this application but does not guarantee that the Client will be successful. Furthermore, the Agent is not able to provide a definite date as to when this matter is likely to be finalized.

10. Any correspondence between the Client and the Agent (including e-mails) relevant to the case under the Agreement is regarded as a part of the Agreement and may be used as evidence for a dispute.

11. If the Client withdraws instructions from the Agent or the application is withdrawn or discontinued no refund of any amount will be payable by the Agent to the Client.

12. If the Client withdraws instructions from the Agent or the application is withdrawn or discontinued at the initiative of the Client, no refund of any amount will be payable by the Agent to the Client.

13. If the Client is unable or unwilling to provide information or documents requested by the Agent in connection with the application within 28 days of being requested to do so the Agent may cease acting for the Client and no refund of fees will be payable to the Client.

14. If the Agent ceases acting for the Client in accordance with the terms of the agreement and any amount is owing by the Client to the Agent the Agent will be entitled to retain documents relating to the application (other than documents belonging to the Client as mentioned in paragraph 10.4 of the Code of Conduct) until the amount owing is paid to the Agent.

15. The Agent will commence work on the matter within 7 days of the Client making the initial payment of fees.

16. The conduct of migration Agents is regulated by a Code of Conduct:

<https://www.mara.gov.au/tools-for-registered-Agents/code-of-conduct> and Consumer Guide:

<https://www.mara.gov.au/get-help-with-a-visa/help-from-registered-Agents/steps-to-choose/consumer-guide>

Dated: 01 August 2021

Dated:

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Mr Alexei Grinko
Migration Agent 0103440
Sydney Visa Pty Ltd

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XXXX
Passport Number:
Mobile xxxx
Phone: xxx
xxxx
Email: xxx
Website: xxx