

Humanitarian Visa Document Checklist

Organise identity, family, displacement and risk evidence.

Humanitarian checklist | Prepared by Okapi Migration Services

How to use this resource

Use this document as a preparation and discussion tool. Tick items that are available, mark items requiring action, and record questions for your migration professional. Not every item will apply to every matter.

Preparation checklist

☐	1. Passports and identity documents	Status / notes
☐	2. Birth, marriage and family records	Status / notes
☐	3. UNHCR or government registration records	Status / notes
☐	4. Residence and displacement history	Status / notes
☐	5. Evidence of threats, harm or vulnerability	Status / notes
☐	6. Medical or psychological reports where relevant	Status / notes
☐	7. Family composition and separation details	Status / notes
☐	8. Sponsor or proposer information	Status / notes
☐	9. Country information from credible sources	Status / notes
☐	10. Explanations for unavailable documents	Status / notes

Questions and issues to discuss

1.	
2.	

3.	
4.	
5.	

Important

This resource is general information only. It is not legal advice or personalised immigration assistance. Visa criteria, forms, fees, policy and procedures can change. Check the Department of Home Affairs and Administrative Review Tribunal websites where relevant, and obtain advice tailored to your circumstances before acting.