# **Statutory Declaration or Affidavit**

I, *(name, address and occupation of person making the declaration)* make the following declaration:

(Provide any required information you are unable to supply through official documents such as, for example, a description of the tasks associated with a particular period of employment).

I further declare that I was unable to obtain *(document name)* from *(company name)* as

(reason).

# To support the claims made in this declaration, I have included the following documents:

(list and attach the required evidence to support the statutory declaration or affidavit) For example:

* *Appointment letter*
* *Official position description*
* *Evidence of paid employment*

Declared at *(Place)* on DD/MM/YY

Before me, (Signature, full name, qualification and address of the authorised witness before whom the declaration is made)

# **Please note**: If obtaining a Statutory Declaration or Affidavit outside Australia, please refer to an Australian Embassy or the legal standard of the respective country.

Statutory Declaration or Affidavit template