



07 July 2015

Johannes Kunz
JK Migration Services
19 Cawmore Road, Hawthorne
QLD 4171

Dear Mr Kunz

Monitoring Visit Feedback

I refer to a monitoring visit conducted by the Office of the Migration Agents Registration Authority (the Authority) at your office on Wednesday 27 May 2015 at 9:30am.

I thank you for taking the time to meet with the OMARA.

As you are aware, we discussed and examined a number of your processes to verify your compliance with the Code of Conduct (the Code), including:

- Client awareness of the Code and Consumer Guide;
- Record keeping and file storage systems;
- File management and client account maintenance; and
- Your standard client agreement; and
- Your company's website.

You have been assessed as being compliant with the Code requirements.

Finally, I would like to thank you for your feedback regarding the OMARA. Your comments are greatly appreciated.

If you have any additional feedback on your experience of the monitoring process, please contact me or Andrew directly on (02) 9078 3504 or email to andrew.lynch@mara.gov.au. Alternatively, you can email the OMARA through the 'Contact Us' facility once you are logged in to the OMARA website.

Yours sincerely

A handwritten signature in black ink that reads "R. Sassine".

Rana Sassine
Monitoring Officer
Registration, Professional Development and Monitoring
Office of the Migration Agents Registration Authority
Email: rana.sassine@mara.gov.au