

Checklist



Please complete and submit together with the application form

Application with incomplete documents cannot be accepted

NON-IMMIGRANT VISA (B) FOR EMPLOYMENT

Purpose of visit: To be employed in Thailand

Required documents:

- 1. Completed visa application form
- 2. Original passport with at least 6-month validity and 2 blank visa pages
- 3. A copy of passport (ID page)
- 4. A passport size photo (white/ blue background and taken within the past 6 months)
- 5. Any of the followings:
 - 5.1 A copy of work permit in Thailand (if applicable)
 - 5.2 Letter of approval from the Ministry of Labour of Thailand or Form W.P. 3 (m.vi. 3)
 - 5.3 Letter from the Board of Investment of Thailand
- 6. Documents from employer in Thailand
 - 6.1 Job offer letter
 - 6.2 A copy of the company's registration/business license
 - 6.3 A copy of the company's list of shareholders
 - 6.4 A copy of the company's latest balance sheet
 - 6.5 A copy of the company's value-added tax (VAT) registration

Visa fee:

- RM 320 for single entry visa

Non-immigrant visa (B) is valid for single entry into Thailand and must be used within 90 days from the date of its issuance.

Upon arrival, at immigration checkpoint, holder of non-immigrant visa (B) will be granted initial permit to stay in Thailand up to 90 days.

Within 90 days after entry into Thailand, holder of non-immigrant visa (B) must obtain a work permit from the Department of Employment.

With the work permit, holder of non-immigrant visa (B) can apply for an extension of stay to 1 year from the Immigration Bureau. The extended stay permit is valid for multiple entries into Thailand.

- Fee is exempted for nationals of Malaysia, Singapore, Republic of Korea and Tunisia.

In submitting the application, I understand that:

- Additional documents may be requested as deemed necessary by the Royal Thai Embassy.
- The application may be rejected without reason provided and the fees cannot be refunded.

(Applicant's Signature)

Please attach
2 photographs
taken within
the last 6 months
(3.5 x 4.5 cm)



APPLICATION FOR VISA
Royal Thai Consulate-General, Penang

Please Indicate Type of Visa Requested

- Diplomatic Visa
- Official Visa
- Courtesy Visa
- Non-Immigrant Visa
- Tourist Visa
- Transit Visa

Number of Entries Requested _____

Mr. Mrs. Miss _____
First Name Middle Name Family Name (in BLOCK letters)

Former Name (if any) _____

Countries for which travel document is valid _____

Nationality _____

Proposed Address in Thailand _____

Nationality at Birth _____

Birth Place _____ Marital Status _____

Date of Birth _____

Name and Address of Local Guarantor _____

Type of Travel Document _____

No. _____ Issued at _____

Tel./Fax. _____

Date of Issue _____ Expiry Date _____

Name and Address of Guarantor in Thailand _____

Occupation (specify present position and name of employer) _____

Tel./Fax. _____

Current Address _____

I hereby declare that I will not request any refund from my paid visa fee even if my application has been declined.

Tel. _____ E-mail _____

Signature _____ Date _____

Permanent Address (if different from above) _____

Attention for Tourist and Transit Visas Applicants
I hereby declare that the purpose of my visit to Thailand is for pleasure or transit only and that in no case shall I engage myself in any profession or occupation while in the country.
Signature _____ Date _____

Tel. _____

Names, dates and places of birth of minor children (if accompanying) _____

Date of Arrival in Thailand _____

Traveling by _____

Flight No. or Vessel's name _____

Duration of Proposed Stay _____

Date of Previous Visit to Thailand _____

Purpose of Visit: Tourism Transit
 Business Diplomatic/Official
 Other (please specify) _____

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Application/Reference No. _____
Visa No. _____
Type of Visa:
 Diplomatic Visa Official Visa Courtesy Visa
 Non-Immigrant Visa Tourist Visa Transit Visa
Category of Visa: _____
Number of Entries:
 Single Double Multiple ___ Entries
Date of Issue _____ Fee _____
Expiry Date _____
Documents Submitted _____
Authorized Signature and Seal _____