

**Non – Immigrant Visa type O for a single entry : Checklist Form**  
**(For an applicant who is a spouse, child, or parent of a Thai national, or of a non-Thai national who holds a valid Thai resident visa)**

**Please tick in the circle**

- Application form, completely filled and signed by the applicant (All information must be correct, accurate, and legible.)
- Checklist form, completely filled and signed by the applicant
- Appointment confirmation of the applicant in A4 size (One appointment confirmation per one applicant)
- Original passport of the applicant, which must be valid for at least 6 months from the date of travel
- Two photocopies of a bio-data page of the applicant's passport in A4 size
- Two identical colour photographs, which must be:
  - of the size of 3.5 cm x 4.5 cm ; - taken within the last 6 months
  - taken in front of a plain white or off-white background ; - taken in full-face view directly facing the camera without eye glasses
  - with a neutral facial expression, both eyes open, and clearly visible hairline and ears
  - unretouched with standard or high resolution
- Flight ticket reservation (The departure date must be after the date of passport collection.)
- Financial proof, which must be
  - 1) original 6-month updated bank statement(s)/EPF slip(s) with a final balance of at least **LKR 110,000** per one person AND the photocopy/ies (certified by the issuing bank)
  - OR**
  - 2) original unexpired fixed deposit certificate(s) for a period of at least 6 months with maturity date, which must have at least **LKR 110,000** per one person AND the photocopy/ies
- I note that debit amount and credit facility limit are not accepted as a financial proof for this type of visa.
- Original letter, signed by a person who sponsors the trip, and whose name is on the above financial proof (in case of submitting the financial proof of the applicant's parent(s)/spouse/children) AND a proof of the sponsor's signature such as a photocopy of a bio-data page of a sponsor's passport)
- Original marriage certificate AND its certified English translation with photocopies of both documents (in the case that the applicant is a spouse of a Thai national, or of a non-Thai national who holds a valid Thai resident visa)
- Original birth certificate of the applicant AND its certified English translation with photocopies of both documents (in the case that the applicant is a child of a Thai national, or of a non-Thai national who holds a valid Thai resident visa)
- Original birth certificate of the applicant's child AND its certified English translation with photocopies of both documents (in the case that the applicant is a parent of a Thai national, or of a non-Thai national who holds a valid Thai resident visa)
- Original Thai national ID card and House Particulars (ทะเบียนบ้าน) of the Thai national who is a parent/child/spouse of the applicant AND photocopies of both documents
- Original valid passport, valid Thai resident visa, and valid Thai work permit (if applicable) of a non-Thai national, who is a spouse/child/parent of the applicant AND photocopies of the three documents
- Any other relevant evidence to prove the relationship such as wedding and family photos
- Original letter, signed by the applicant, explaining the reason why the previous Thai visa was not used.
- Evidence to verify the applicant's identity in the case that the applicant's name on the passport is different from the name on the financial proof or flight tickets
- Applicant under 18 years old must submit:
  - Original letter of consent, signed by both parents AND proof of parents' signatures such as photocopies of bio-data pages of parents' passports and/or photocopies of original marriage certificate of the parents and its certified English translation
  - Original birth certificate AND its certified English translation AND photocopies of both documents

I declare that I am not inadmissible to enter Thailand in accordance with Thai laws and regulations and that all information and documents submitted are true and genuine. If not, I acknowledge the right of the Embassy to take legal action against me.

(sign) ..... Applicant

(.....)

**Please note that:**

- \*1. The Embassy has the right not to issue a visa without stating any reason.
- \*2. The Embassy has the right to reject an incomplete or damaged application form; or an application with incomplete or unclear or illegible documents.
- \*3. The Embassy has the right to request (an) additional document(s) other than the documents stated in this form.
- \*4. The Embassy shall not issue visas to applicants who provide untrue information or fake documents, and shall blacklist those who do so.
- \*5. All photocopies submitted to the Embassy must be in A4 size.
- \*6. One online appointment confirmation per one applicant
- \*7. The Embassy has authority to issue visas to foreigners who wish to travel to Thailand. However, the authority to permit entry and stay in Thailand lies with the Immigration Officer.
- \*8. Please note that, an applicant who applies for visa through a travel agent shall take full responsibility of his/her visa application. The Embassy therefore advises that the applicant be selective in choosing reliable travel agency to apply for visa on his/her behalf.