

## Tourist Visa for multiple entries (METV) : Checklist Form

**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
- Financial proof, which must be
  - 1) original updated 6-month bank statement(s) AND the photocopy/ies (certified by the issuing bank), which must have a final balance of each month at least LKR 850,000 (per one person) for the past 6 months.  
**OR**
  - 2) original unexpired fixed deposit certificate(s) AND the photocopy/ies, which
    - must have at least LKR 850,000 (per one person); AND
    - was issued at least 6 months before the date of visa application; AND
    - must be valid for at least 6 months from the date of visa application
- I note that debit amount and credit facility limit are not accepted as a financial proof for this type of visa.
- Confirmed flight ticket, indicating ticket numbers and the applicant's name (The departure date must be after the date of passport collection.)
- Original marriage certificate AND its certified English translation with photocopies of both documents (in the case that the applicant submits the financial proof of the applicant's spouse who also intends to travel to Thailand with the applicant)
- Original birth certificate AND its certified English translation with photocopies of both documents (in the case that the applicant submits the financial proof of the applicant's parents who also intends to travel to Thailand with the applicant)
- Original company registration certificate, showing that the applicant is an owner or director of the company AND its certified English translation with photocopies of both documents (in case of submitting company's 6-month bank statements)
- Original proof of occupation of the applicant AND its photocopies, which may include, among others,
  - Original letter of employment, issued by an applicant's employer, which has an official company letterhead, name, original (in ink) signature and position of the signee; and indicates approved leave for the applicant
  - Original company registration certificate, indicating that the applicant is an owner or director of the company AND its certified English translation
- Accommodation reservation in Thailand, which indicates the name of the applicant as a guest and period of stay.
- Evidence to verify the applicant's identity in the case the that the applicant's name on the passport is different from the name on the financial proof or flight tickets
- Original letter, signed by the applicant, explaining the reason why the previous Thai visa was not used.

I declare that all information and documents submitted to the Embassy are true and genuine. If such information and/or documents are untrue or not genuine, 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**

**Updated on 13 October 2018**