

Non-Immigrant Visa

1. REQUIREMENT

This type of visa is designed for applicants who wish to enter the Kingdom for the following purposes.

- to perform **official duties** (Category "F")
- to conduct **business / to work** (Category "B")
- to **invest** with the concurrence of the Thai Ministries and Government Departments concerned (Category "IM")
- to **invest or perform** other activities relating to investment, subject to the provision of the established laws on investment promotion (Category "IB")
- to **study**, to come on a work study tour or observation tour , to participate in projects or seminars , to attend a conference or training course , to study as a foreign Buddhist monk (Category "ED")
- to work as a **film-producer, journalist or reporter** (Category "M")
- to **perform missionary work or other religious activities** with the concurrence of the Thai Ministries or Government Departments concerned (Category "R")
- to conduct **scientific research or training or teaching** in a research institute (Category "RS")
- to undertake skilled work or to work as an **expert or specialist** (Category "EX")
- **other** activities (Category "O")

2. DOCUMENTS REQUIRED***

The applicants must submit the following relevant documents **depending on the purpose of their visit.**

- Visa application form completely filled out
- Passport or travel document with validity not less than 6 months and its copy
- Two recent photograph full-faced, bareheaded photos taken within the past six months (passport-sized photograph or 2 1/2 inches)
- Birth Certificate ("O")
- Certificate of Marriage or its equivalents ("O")
- Transcript / Letter of acceptance from the concerned schools/universities or institutes ("ED")
- Letter from Thailand's Board of Investment. ("IB")
- Official Note certifying the purpose of travel from the Government Agencies / Embassies and Consulates / International Organizations / State Enterprises in Thailand. ("F" / "B" / "ED" / "M" / "R")
- Letter of acceptance from the Ministry of Labour and Social Welfare (Alien Occupational Control Division, Department of Employment , Tel 662-2452745) ***
- Letter from a company stating the objective of the visit to Thailand ("B")
- Document showing correspondence with trading partners in Thailand. ("B")

- Letter of invitation from companies qualified to employ foreigners. ("B")
- Employment contract indicating rationale for hiring the applicant as well as his/her salary, position and qualifications (document must be signed by authorized managing director and affixed the seal of the company) ("B")
- Copy of Work Permit issued by the Ministry of Labour and Social Welfare (only in case the applicant has previously worked in the Kingdom) ("B")
- Copy of corporate documents; namely 1) list of shareholders 2) business registration and business license 3) company profile 4) details of business operation 5) list of foreign workers stating names, nationalities and positions 6) map indicating the location of the company 7) Balance sheet, statement of Income Tax and Business Tax (PorNgor Dor 50 and Por Ngor Dor 30) of the latest year 8) Alien income tax return (Por Ngor Dor 91) and 9) Value-added tax registration (Por Ngor Dor 20) ,etc.("B")
- Copy of educational records of the applicant and letters of recommendation from the prior employers, identifying job description and length of service time. ("B")
- Document indicating the number of foreign tourists (for tourism business only), or document indicating export transactions issued by banks (for export business only) ("B")

3. VISA FEE

SR 200 for single entry and **SR 500** for multiple entries

4. VALIDITY OF A VISA

Single-entry visas are valid for **three months** and multiple- entry visas for one year.

5. VALIDITY OF A STAY

The holders of this type of visa are initially granted a period of stay in the Kingdom **not exceeding 90 days** unless otherwise instructed by the Office of Immigration Bureau.

6. EXTENSION OF STAY

Those qualified persons can obtain an additional one year stay permit counting from the date of entry in the Kingdom pertaining to the Office of the Immigration Bureau's regulations on extension of stay. The extension of stay is at the discretion of the Immigration officer.

N.B. If applicants wish to stay in the Kingdom longer than 90 days, they can submit their application either at the Thai consular mission aboard or at the Office of Immigration Bureau in Bangkok located on Soi Suan Plu, off South Sathorn Road, Bangkok 10120 , Tel (662) 287-3101-10 . The consular officer must refer the case to the Office of Immigration Bureau for approval.

Upon receiving approval, the consular officer may issue the visa as instructed by the Bureau.

- *** 1. The document to be submitted for non-immigrant visa application is contingent upon necessities and appropriateness of purposes stated in the application form.
2. Consular officers reserve the rights to request for additional documents as deemed necessary.
 3. Copies of company documents must be signed by Board of Directors and affixed the seal of the company.
 4. In the absence of a required document, a letter indicating the unavailability of such document must be provided.
 5. The applicant must sign on each page of the copy
 6. Documents in foreign languages must be translated in Thai. If translated into English, it should be notarized by notary organs.

*** For those **foreigners who wish to work in Thailand**, their employer in Thailand should submit Form WP3 (Application for applying a work permit on behalf of alien according to Section 3) at the Ministry of Labour and Social Welfare. Diplomatic/Official Visa

- Thai Embassies and Consulates-General may upon **official request** grant visas to diplomatic or official passport-holders who wish to assume duties at a foreign Diplomatic Mission or Consulate or International Organization in the Kingdom and their family members or who desire to enter the Kingdom on official duty.

- Supporting documents are Note Verbale and/or documents issued by the foreign government or international organization, certifying the identity of the person concerned and his/her purposes while visiting the Kingdom Immigrant Visa

- This type of visa is granted by Thai Embassies and Consulates to aliens who desire to take up permanent residence in the Kingdom, provided that the approval of the Immigration Commission and the Ministry of Interior's consent have been obtained.

- Applicants who wish to engage in filing a petition must fulfill certain conditions set forth by the Office of Immigration Bureau. (Office of Immigration Bureau is located on Soi Suan Plu, off South Sathorn Road, Bangkok 10120 , Tel (662) 287-3101-10
