

GENERAL DOCUMENTS FOR ALL VISA APPLICANTS (Including TOURIST and TRANSIT VISA)

FORM

- ORIGINAL PASSPORT (TRAVEL DOCUMENT or TEMPORARY / EMERGENCY PASSPORT) validity at least 6 months before enter to Thailand **AND**
- A PHOTOCOPIY OF BIOGRAPHIC OR PERSONAL INFORMATION PAGE(S) OF PASSPORT **AND**
- ONE PASSPORT SIZE PHOTO(3.5cm x 4.5cm) taken within 6 months without wearing glasses or headgear (photocopy is not accepted) **AND**
- A PHOTOCOPIY OF AIRLINE TICKET OR TRAVEL INTINERARY confirming date of arrival and departure. If applying for Multiple Entry Tourist VISA, A PHOTOCOPIY OF AIRLINE TICKET confirming the date of SECOND ENTRY is required. **AND**
- A PROOF OF PAPUA NEW GUINEA PERMANENT RESIDENT VISA is required, if you are not an Papua New Guinean citizen.

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:: CONSULAR OFFICERS RESERVE THE RIGHTS TO REQUEST ADDITIONAL DOCUMENTS AS DEEMED NECESSARY ::

ADDITIONAL DOCUMENTS REQUIRED FOR DIFFERENT PURPOSES OF VISIT

- ▶ **BUSINESS SINGLE ENTRY (business trip, conference, seminar, workshop, training, internship, etc)**
 - AN INVITATION LETTER from concerned company/organisation in Thailand stating purpose of visit **AND**
 - A LETTER FROM EMPLOYER stating applicant's position, salary, length of employment and purpose of visit (if sole trader please provide a copy of ABN Certificate)
 - ⇒ Additional documents required for business multiple entries:
 - Same documents as required for BUSINESS SINGLE ENTRY
 - A photocopy of concerned company/organisation's registration or license in Thailand
 - Copies of corporate documents of company in Thailand as follow: 1) list of shareholders 2) company profile 3) balance sheet, statement of Income Tax and 4) location map of the company in Thailand.
- ▶ **EMPLOYMENT / EMPLOYMENT for TEACHER IN PRIVATE SCHOOL**
 - A letter of acceptance from employer in Thailand stating applicant's position, salary and length of employment
 - BOTH photocopy of the applicant's work contract **AND** photocopy of employer's business registration or license in Thailand
 - ▶ Additional documents required for multiple entry is an original and a photocopy of a VALID WORK PERMIT in Thailand
 - ▶ Additional documents required for TEACHER IN PRIVATE SCHOOL
 - Letter of approval from the Office of the Private Education Commission or the Office of the Basic Education Commission
 - BOTH Applicant's resume **AND** photocopy of evidence of educational qualification such as certificated of education or teaching certificates
- ▶ **EDUCATIONAL IN PRIVATE SCHOOL / INSTITUTE**
 - Approved letter from Office of the Private Education Commission
 - BOTH acceptance letter from school stating clearly your study details, length of study **AND** photocopy of school profile (details of school operation)
 - BOTH photocopy of school licence **AND** photocopy of principle licence
- ▶ **VOLUNTEER OR NGO (SINGLE ENTRY ONLY)**
 - Acceptance letter from concerned organization (actual place) in Thailand indicating position, qualification, responsibilities and period of stay in Thailand
 - A photocopy of an organization's registration or licence
 - A photocopy of ID card of the person who signed the letter (Thai ID Card or a copy of Passport with a proof of residence in Thailand; Valid Thai Visa / Valid Work Permit)
 - BOTH Applicant's resume **AND** photocopy of evidence of educational qualification such as certificated of education or teaching certificates
- ▶ **THAI NATIONAL VISITING THAILAND**
 - BOTH photocopy of proof of Thai citizenship such as a Thai passport, national identification card **AND** house registration or birth certificate
- ▶ **THAI SPOUSE / NON THAI SPOUSE / FAMILY VISIT**
 - A COPY OF MARRIAGE CERTIFICATE or BIRTH CERTIFICATE (To prove of relationship between applicant and spouse/family member)
 - ▶ Additional for THAI SPOUSE is a copy of spouse's Thai national ID card or Passport and Thai house registration (Family Blue Book)
 - ▶ Additional for NON THAI SPOUSE are;
 - An official letter from concerned company / organization (who is spouse/family member's sponsor) in Thailand verifying current status of relationship
 - BOTH copy of spouse/family member's passport **AND** a valid Thai visa

NOTE ▶ All documents submitted must be in A4 PAPER SIZE ONLY, and be arranged properly and orderly as advised in the application form
 ▶ For more detail on other purposes of visit and their requirements , such as MEDIA, RESEARCH, RELIGION, please visit the official website of Royal Thai Embassy: canberra.thaiembassy.org