



REQUIRED DOCUMENT



FOR NON-IMMIGRANT VISA CATEGORY “B” (BUSINESS)

For foreigners who wish to work in Thailand must provide the following documents:

1. Passport or travel document with validity not less than 6 months.

2. Visa application form completely filled out

3. photograph (4 x 6 cm) of the applicant taken within the past 6 months.

4. Evidence of adequate finance (20,000 Baht per person and 40,000 Baht per family).

5. Letter of approval from the Ministry of Labour. To obtain this letter, the applicant’s prospective employer in Thailand is required to submit Form WP3 at the Office of Foreign Workers Administration, Department of Employment, Ministry of Labour Tel. 02-2452745, or at the Provincial Employment Office in his or her respective province. More information is available at www.doe.go.th/workpermit/index.html

6. Copy of Work Permit issued by the Ministry of Labour and alien income tax or Por Ngor Dor 91 (only in the case where applicant has previously worked in Thailand).

7. Corporate documents of hiring company in Thailand such as: business registration and business license, list of shareholders, company profile, details of business operation, list of foreign workers stating names, nationalities and positions, map indicating location of the company and balance sheet, statement of income tax and business (Por Ngor For 50 and Por For Ngor 30 of the latest year)

8. Document indicating the number of foreign tourists (for tourism business only), or document indicating export transactions issued by banks (for export business only).

9. An alien who receives a Non-Immigrant visa can work in Thailand once he or she is being granted a work permit. An alien in violation of the Immigration Act B.E. 2522 (1979) concerning taking up employment without work permit or the Royal Decree B.E. 2522 (1979) concerning holding employment in certain restricted occupations and professions shall be prosecuted and imprisoned or fined, or shall face both penalties.

• **NOTE:** Additional documents may be requested by Consular officers in addition to the documents above. Please note that Consular officers reserve the right to require additional documents, or an interview, as deemed necessary, without prior notice. the Royal Thai Embassy and the Royal Thai Consulate-General reserves the right not to accept any visa application whereby any required document is absent.



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1. Passport or travel document with validity not less than 6 months.

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3. photograph (4 x 6 cm) of the applicant taken within the past 6 months.

4. Evidence of adequate finance (20,000 Baht per person and 40,000 Baht per family).

5. Letter from the applicant’s company indicating the applicant’s position, length of employment, salary and purpose of visit(s) to Thailand.

6. Documents showing correspondence with business partners in Thailand.

7. Evidence of financial status in the case where the applicant is self-employed.

8. Letter of invitation from trading or associated partners/companies in Thailand.

9. Corporate documents of hiring company in Thailand such as: business registration and business license, list of shareholders, company profile, details of business operation, list of foreign workers stating names, nationalities and positions, map indicating location of the company and balance sheet, statement of income tax and business (Por Ngor For 50 and Por For Ngor 30 of the latest year)

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