

## Non-Immigrant Visa For the purpose of employment (Category "B")

\*\*\*Non-immigrant visas will not be issued for such purposes as tourism, seeking employment opportunities, looking for a school for teaching or studying purposes, etc.

\*\*\* The Embassy will consider the application on a case-by-case basis and may ask for additional documents.

- **Validity of visa**
  - The validity of a single-entry visa is 3 months (90 days).
  - The validity of a multiple-entry visa is 1 year.
- **Period of stay**
  - Travelers with this type of visa will be permitted to stay in Thailand for a period **not exceeding 90 days** per entry.
  - Extension of stay may be granted at the discretion of the Immigration Bureau: Soi Suanplu, South Sathorn Rd., Bangkok, 10120, Tel. +662 287-3114, +662 287-3101-10 (airport office Tel. +662 535-1163, 02 535-1076), Thailand. Please visit [www.imm.police.go.th/nov2004/en/base.php](http://www.imm.police.go.th/nov2004/en/base.php) for more information.
- **Visa Application Fee**
  - DKK 400 for a single-entry, DKK 900 for a multiple-entry. The fee can be made either by CASH, MONEY ORDER, or Cashier CHEQUE, payable to "The Royal Thai Embassy, Copenhagen".

### Requirements

1. **Your actual Passport or Travel Document.**
  - Passport or Travel Document must **not expire within 6 months** and contain at least ONE completely empty visa page.
2. **1 copy of Passport or Travel Document** (Picture page)
3. **1 application form | Download |**
  - completed and signed by the applicant.
4. **1 photo** (Photostat or Photocopy will not be accepted.)
  - passport-type photo (4 x 5 cm.) , color, front-view, taken within 6 months
5. **The approval letter from the Ministry of Labour and Social Welfare.**

(The employer of the applicant must first apply for and receive the approval letter for the applicant's employment through Department of Employment, Ministry of Labour, Mit-Maitree Rd., Dindaeng, Bangkok 10400 Tel. (662) 232-1421 - 22. In case of up-country the employer apply through the District Office /or the Province Office. Further information is available at [www.doe.go.th/workpermit/index.html](http://www.doe.go.th/workpermit/index.html). Once the approval letter has been granted, the applicant attaches this approval with his/her visa application)
6. **An original letter of invitation** on company letterhead from the business host in Thailand, signed by authorized managing director.
7. **Employment contract** indicating rationale for hiring the applicant as well as his/her salary, position and qualification.
8. **A copy of details of business operation** of business host in Thailand.
9. **Balance sheet, Statement of Income Tax and Business Tax** (Por Ngor Dor 50 and Por Ngor Dor 30) of the past 2 years.
10. **A copy of work permit** issued by the Ministry of Labour and Social Welfare (only in case the applicant has previously worked in the Kingdom).

Applicant's family members, namely; spouse, parents and children who are unmarried and under 20 years old, are eligible to apply for **Non-immigrant O-visa**. Required documents are the same as required documents for Non-immigrant B-visa plus a copy of marriage certificate.

Please note that each applicant, including minor, is required to have his/her own passport to apply for a visa to Thailand.

Regulations are subject to change without notice.  
Consular officers reserve the right to request additional documents as deemed necessary.  
Consular officers assume the right to deny or grant any type of visa to the applicant.  
Visa application fee is non-refundable and may be changed without prior notice.

**Royal Thai Embassy, Consular Section**  
**Norgemindevej 18, 2900 Hellerup, Copenhagen, Denmark**  
Tel. +45 39 62 50 10 (13.00-16.00 hrs. ONLY)  
Fax. +45 39 96 06 80 email: [visa@thaiembassy.dk](mailto:visa@thaiembassy.dk)