

**Royal Thai Consulate-General, Kolkata**

Applicant's Name : \_\_\_\_\_ Date : \_\_\_\_\_

Applicant's Passport No : \_\_\_\_\_

No.	Checklist of documents required for Multiple Entry Tourist Visa applications	Yes	No
1	Passport or travel document with validity not less than 6 months with <b>TWO BLANK PAGES</b>		
2	Visa application form completely filled in and signed by applicant		
3	Two color photographs of the applicant as per the specification*		
4	Visa fees Paid in Demand draft of 12,000.- Rs		
5	Evidence of permanent residence in India (non-Indian passport holder)		
<b>Transportation Arrangements</b>			
6	Confirmed air tickets in and out of Thailand for the first trip		
7	Itinerary or plan of other trips to Thailand		
<b>Accommodation (for the first trip)</b>			
8	<ul style="list-style-type: none"> <li>Evidence of confirmed hotel/accommodation reservation in Thailand with address and contact number under applicant's name, or</li> <li>Invitation letter along with a copy of inviter's ID (Thai national) or a copy of inviter's passport, valid visa, and valid work permit (Foreigner)</li> </ul>		
<b>Finances</b>			
9	Original Bank Passbook or Bank statement under applicant's name (must be attested by the bank) showing a minimum balance equivalent to 400,000 Rs for at least <b><u>6 consecutive months</u></b>		
10	Copy of PAN card and Indian income tax return of the latest assessment year		
<b>Occupation</b>			
11	<u>For employees</u> : Letter from employer certifying employment and granting leave for tourism in Thailand, and copy of company ID <u>For students</u> : Letter from school/university certifying student status, and a copy of student ID <u>For business proprietors</u> : Certificate of Incorporation, and Memorandum of Association (MoA) <u>For small business proprietors</u> : Service Tax Registration Certificate, VAT Registration Certificate, Business License or Certificate of Importer Exporter Code (At least one of these 4 documents) and bank statement of the company for the last 6 months		
<p>* 3.5 x 4.5 cm. not older than 3 months with white background, face and eyes are in direct position to the camera, without sunglasses or hat or any other head covering, except for some religious beliefs or ethnic background.</p> <p>** All documents except No. 8 must be in English and arranged in the order given above.</p> <p>*** If required, additional documents and/or an interview may be requested. In case, the visa is not granted, <b>the difference or the fee will not be refunded.</b></p> <p>***** <b>An issuance of visa from the Embassy does not guarantee an entry into the Kingdom of Thailand.</b></p> <p><b>The Immigration Bureau will have sole discretion to allow entry into the Kingdom of Thailand subject to Thai laws and regulations.</b></p>			
<b>Declaration :</b> <input type="checkbox"/> I confirm that I have read the guidance and I am aware that the <u>normal visa process takes three working days</u> ; the submission of <u>additional documents takes another three working days</u> and; the <u>withdrawal request takes two working days</u> (plus additional two working days for the centers outside Delhi). <input type="checkbox"/> I am aware that the submission of visa application is advised to be made <u>at least seven working days</u> prior to the date of departure.			
Applicant's Signature : _____			
Submitted by Name : _____ Relation with applicant : _____			
Signature : _____			
<b><u>For Official Use Only</u></b>			
Submission Officer's Name : _____ Audit Officer's Name : _____			