

**Royal Thai Embassy, New Delhi**

**Name:**

**Passport No:**

**Date:**

S No.	Checklist of documents required for Non immigrant category B (Business Meeting/ Training)		
		Yes	No
1	Passport or travel document with validity not less than 6 months with TWO OPPOSITE BLANK PAGES		
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 of 3,600 Rs for single entry/ 9,000 Rs for multiple entries (6 months or 1 year)/ 18,000 Rs for multiple entries (3 years)		
5	Original letter from employer/ company indicating intention for travelling with name of Thai company or organization (counterpart)		
6	Proof of residence in India (if not Indian national)		
7	Proof of membership in an Indian trade organization/ association (for multiple entries)		
8	Proof of regular business dealing with the said Thai company (for multiple entries)		
9	Confirmed tickets in and out of Thailand for single entry and confirmed inbound ticket for multiple entries		
10	Confirmed hotel/accommodation reservation in Thailand under passenger's name		
	<b>From company in Thailand</b>		
11	Original invitation letter from company in Thailand (must be typed in company's letter head and signed by authorized person)		
12	Certificate of business registration and business license issued no more than 6 months with list of shareholders		
13	Statement of Income Tax and Business Tax (Por Ngor Dor 50 and Por Ngor Dor 30) from past year		
14	Balance sheet from past year		
15	Company profile/ details of business operation		
	<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.  ** If required, additional documents and/or an interview may be requested.  *** <b>Validity of visa</b> denotes time period during which a traveler can use the visa.  <b>Period of stay</b> denotes amount of time the traveler can stay in Thailand.</p>		
<b>Remarks:-</b>			