

## Thailand Business visa Application



**IMPORTANT: Please enter your contact information**

Name:

E-mail:

Tel:

Mobile:

The latest date you need your passport returned in time for your travel:



### Thailand business visa checklist

- Filled out and signed Thailand business visa application form.** The form is enclosed.
- Original passport.** Passport must have at least 6 months remaining validity and have at least 1 visa page.
- 2 Photographs.** Standard passport photographs 2 x 2 inches on white background.
- Payment.** Credit Card Authorization form, Certified Check, or Money Order payable to VisaHQ.com.
- Return mailer.** Prepaid self-addressed return label or payment for FedEx.

**!** If you wish to prepay return shipping, please add the shipping fee to the total and provide the return shipping address:

- FedEx 2nd day delivery - add \$15
- FedEx Standard Overnight - add \$20
- FedEx Priority Overnight - add \$25
- FedEx Saturday delivery - add \$45
- FedEx First Overnight - add \$65

**Name:**

**Company:**

**Address:**

**City:**

**State:**

**Zip:**

- Itinerary.** Copy of round trip tickets or confirmed itinerary.
- Bank Statement.** Copy of a recent bank statement showing proof of sufficient funds (\$500 per person or \$1000 per family).
- Business Letter.** A business letter from the sending company in the US. The letter should be printed on the company letterhead stationery, addressed to the Embassy of Thailand, Visa Section, Washington DC, and signed by a senior manager (an equivalent

to Vice-President or above). The business letter must adhere to the following guidelines:• Briefly introduce the applicant (please specify employment status/position held in the company by applicant).• State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of companies to be contacted in Thailand. • Specify the type and desired validity of the visa (ie. multiple entry business visa). • Guarantee of sufficient funds for travel.

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- Business Invitation** A business invitation letter from the sponsoring company in Thailand. The letter should be printed on company letterhead stationery, addressed to "The Consulate of Thailand, Visa Section", and signed by a senior manager (an equivalent to Vice-President or above). The business letter must adhere to the following guidelines:• Briefly introduce the applicant (please specify employment status/position held in the company by applicant).• State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of companies to be contacted in Thailand. • Specify the type and desired validity of the visa (ie. a one year multiple entry business visa).

## Thailand business visa fees for citizens of United States

Type of visa	Max. validity	Embassy fee	Our fee	Processing time	Total
Single entry	up to 90 days	\$65.00	\$44.95	3 business days	\$109.95
Multiple entry	up to 90 days	\$175.00	\$44.95	3 business days	\$219.95

## Credit Card Authorization Form

I authorize VisaHQ.com to charge my credit card for the amount of \$

Name on the Credit Card:

Credit Card number:                    -                    -                    -                    Exp. date:                    /

Credit Card Billing Address:

Signature:

Comments:

**Thank you!**  
**We accept all major credit cards.**



