

# **DOCUMENTS REQUIRED WHEN APPLYING FOR A RESIDENCE PERMIT IN THE CATEGORY OF INVESTMENT (JUNE 2019)**

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1. Application form (TM.9) (download at <https://division1.immigration.go.th>)
2. Health certificate from a government hospital (issued within 3 months) (download at <https://division1.immigration.go.th>)
3. Certificate of no criminal record from the applicant's domicile which must be officially certified by Thai consulate in that country or the applicant's national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand
4. Copy of the applicant's educational certificate must be officially certified by the national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand
5. The letter of employment history from Office of Foreign Workers Administration (Work Permit), Department of Employment Library (download at <https://division1.immigration.go.th>) and copy of all of the applicant's work permit(s) (every single page that contains information)
6. The employment certification letter from the applicant's work place which is signed by the company's authorized person (as per the official form) required last 2 years (download at <https://division1.immigration.go.th>) and employment application with employment agreement (if any)
7. Copy of the applicant's annual personal income tax form (por ngor dor 91 or 90) with receipts for the previous 3 years prior to the application submission year and a copy of the filed personal income tax returns e.g. P.N.D.50 **which must be officially certified by the revenue officers**
8. Copy of the applicant's monthly income tax form (por ngor dor 1) with receipts (if any) from the beginning of the year of application submission (January) until the previous month of application submission **which must be officially certified by the revenue officers**
9. Certificate of money transfer from abroad to any bank in the Kingdom of Thailand for the total amount of at least 10 million baht which must be issued by the bank that the transaction occurred
10. The applicant's investment evidence to prove that he/she puts an investment in the Kingdom of Thailand for the total amount of at least 10 million baht in the following ways:
  - (1) **Invest in the limited company or the public company under the condition that he/she must hold the investment for 3 consecutive years since the day he/she obtains the residence permit and have to submit the documents as follows:**
    - Certificate of the juristic person registration which is issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date
    - List of the share holders which is issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date
    - Copy of the value added tax (VAT) or the specific business tax registration e.g. phor phor 01, phor phor 09, and phor phor 20
    - Copy of the financial statements (balance sheet, profit and loss statement) together with phor ngor dor 50 (company income tax form) and receipts for the previous 3 years prior to the application submission year
  - (2) **Invest in the government or state enterprise bonds under the condition that he/she cannot transfer his/her ownership or pawn either bonds or ownership for 3 consecutive years since the day he/she obtains the residence permit and have to submit the documents as follows:**
    - Certification letter for the purchase of government or state enterprise bonds issued by any bank in Thailand
    - Copy of government or state enterprise bonds certificate together with the original
  - (3) **Invest in the Thai stock market e.g. ordinary shares, debentures, investment units which must be approved or certified by the Security and Exchange Commission under the condition that he/she cannot either transfer or pawn his/her shares or ownership for 3 consecutive years since the day he/she obtains the residence permit and have to submit the documents as follows:**
    - Certification letter for the purchase of shares and the proof of investment with the original
11. Map of residence and place of work (download at <https://division1.immigration.go.th>)
12. Copy of all of the applicant's passport (every single page) to indicate the duration of stay in the Kingdom at least 3 consecutive years
13. Personal information sheet (download at <https://division1.immigration.go.th>) and the photographs of; the applicant locating in front of the workplace, outside the office (alone), inside the office with the staff, outside the factory (alone), inside the factory with the staff, with the machines and products (if any) also 10 photographs of the applicant with his/her family taking at the residence both outside and inside. All of the photographs must be postcard size on A4 letter head (company stationary) with description.
14. Additional documents which are considered as appropriate by the immigration officer.

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**Remarks:**

- Copies of the personal documents must be certified by the person to whom the documents belong
- Copies of the company's documents must be certified by the company's authorized person
- Documents which are in foreign language must be officially certified by the applicant's national embassy located in Thailand, translated into Thai (e.g. name, telephone number), that can be verified later, must also be provided. And certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.

## **DOCUMENTS REQUIRED WHEN APPLYING FOR A RESIDENCE PERMIT IN THE CATEGORY OF WORKING/BUSINESS (JUNE 2019)**

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1. Application form (TM.9) (download at <https://division1.immigration.go.th>)
2. Health certificate from a government hospital (issued within 3 months) (download at <https://division1.immigration.go.th>)
3. Certificate of no criminal record from the applicant's domicile which must be officially certified by Thai consulate in that country or the applicant's national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.
4. Copy of the applicant's educational certificate must be officially certified by the national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.
5. The letter of employment history from Office of Foreign Workers Administration (Work Permit), Department of Employment Library (download at <https://division1.immigration.go.th>) and copy of all of the applicant's work permit(s) (every single page that contains information)
6. The employment certification letter from the applicant's work place which is signed by the company's authorized person (as per the official form) required last 2 years (download at <https://division1.immigration.go.th>) and employment application with employment agreement (if any)
7. Copy of the applicant's annual personal income tax form (por ngor dor 91 or 90) with receipts for the previous 3 years prior to the application submission year and a copy of the filed personal income tax returns e.g. P.N.D.50 **which must be officially certified by the revenue officers**
8. Copy of the applicant's monthly income tax form (por ngor dor 1) with receipts from the beginning of the year of application submission (January) until the previous month of application submission **which must be officially certified by the revenue officers**
9. Certificate of the juristic person registration of which the applicant is working with, that must be issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date
10. Copy of the juristic person registration of which the applicant is working with for the previous 3 years prior to the application submission year
11. List of the share holders which is issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date. And applicant, whose share exceeding 5 million bath, must show the list of shareholders 3 years backward.
12. Copy of the value added tax (VAT) or the specific business tax registration e.g. phor phor 01, phor phor 09, and phor phor 20
13. Copy of the financial statements (balance sheet, profit and loss statement) together with phor ngor dor 50 (company income tax form) and receipts for the previous 3 years prior to the application submission year **which must be officially certified by the revenue officers**
14. Export certification letter from any bank in Thailand which indicates the total export value in Thai baht for the previous 3 consecutive years prior to the application submission year (only for the export business)
15. Certification letter from the organization that involves with the tourism business which gives detail about the number of tourists the company has brought in the Kingdom of Thailand for the previous 3 consecutive years prior to the application submission year (only for the tourist business)
16. In case that the company is considered as one of BOI support, the copy of the BOI card or other documents indicating that support are needed
17. Map of residence and place of work (download at <https://division1.immigration.go.th>)
18. Copy of all of the applicant's passport (every single page) to indicate the duration of stay in the Kingdom at least 3 consecutive years
19. Personal information sheet (download at <https://division1.immigration.go.th>) and the photographs of; the applicant locating in front of the workplace, outside the office (alone), inside the office with the staff, outside the factory (alone), inside the factory with the staff, with the machines and products (if any) also 10 photographs of the applicant with his/her family taking at the residence both outside and inside. All of the photographs must be postcard size on A4 letter head (company stationary) with description.
20. Additional documents which are considered as appropriate by the immigration officer.

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**Remarks:** - Copies of the personal documents must be certified by the person to whom the documents belong

- Copies of the company's documents must be certified by the company's authorized person

- Documents which are in foreign language must be officially certified by the applicant's national embassy located in Thailand, translated into Thai (e.g. name, telephone number), that can be verified later, must also be provided. And certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.

**DOCUMENTS REQUIRED WHEN APPLYING FOR A RESIDENCE PERMIT (JUNE 2019)  
IN THE CATEGORY OF SUPPORTING THAI CITIZEN OR BEING SUPPORTED BY THAI CITIZEN  
(HUSBAND-WIFE, FATHER-MOTHER, OR CHILDREN WHO IS UNDER 20 YEARS OF AGE AND SINGLE)**

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1. Application form (TM.9) (download at <https://division1.immigration.go.th>)
2. Health certificate from a government hospital (issued within 3 months) (download at <https://division1.immigration.go.th>)
3. Certificate of no criminal record from the applicant's domicile which must be officially certified by Thai consulate in that country or the applicant's national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand. (for the applicant who is over 14 years of age)
4. Copy of the family status certificate e.g. marriage certificate or marriage registration and Kor.Ror.2 within the previous 3 months prior to the application submission date, birth certificate, child legitimation registration certificate. The documents which are issued by foreign organizations must be officially certified as the document in # 3. If the registration is made in Thailand, it must be certified by the concerned organization
5. Copy of the identification card and house registration of Thai citizen together with the originals
6. Copy of the applicant's educational certificate must be officially certified by the national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand or the certification letter indicating that the applicant is still studying in any case must be provided
7. The letter of employment history from Office of Foreign Workers Administration (Work Permit), Department of Employment Library (download at <https://division1.immigration.go.th>) and copy of all of the supporter's work permit(s) (every single page that contains information)
8. The employment certification letter from the supporter's work place which is signed by the company's authorized person (as per the official form) required last 2 years (download at <https://division1.immigration.go.th>) and employment application with employment agreement (if any)
9. Copy of the supporter's annual personal income tax form (por ngor dor 91 or 90) with receipts for the previous 3 years prior to the application submission year and a copy of the filed personal income tax returns e.g. P.N.D.50 **which must be officially certified by the revenue officers**
10. Copy of the supporter's monthly income tax form (por ngor dor 1) with receipts from the beginning of the year of application submission (January) until the previous month of application submission **which must be officially certified by the revenue officers**
11. Certificate of the juristic person registration that supporter is working with, that must be issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date
12. List of the share holders which is issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date
13. Copy of the value added tax (VAT) or the specific business tax registration e.g. phor phor 01, phor phor 09, and phor phor 20
14. Copy of the financial statements (balance sheet, profit and loss statement) together with phor ngor dor 50 (company income tax) and receipts of the year prior to the application submission year **which must be officially certified by the revenue officers**
15. In case that the company is considered as one of BOI support, the copy of the BOI card or other documents indicating that support are needed
16. Bank certification letter and copy of the supporter's fixed account passbook (if any)
17. Map of residence and place of work (download at <https://division1.immigration.go.th>)
18. Copy of all of the applicant's passport (every single page) to indicate the duration of stay in the Kingdom at least 3 consecutive years
19. Personal information sheet (download at <https://division1.immigration.go.th>) and the photographs of; the applicant locating in front of the workplace, outside the office (alone), inside the office with the staff, outside the factory (alone), inside the factory with the staff, with the machines and products (if any) also 10 photographs of the applicant with his/her family taking at the residence both outside and inside. All of the photographs must be postcard size on A4 letter head (company stationary) with description.
20. In case of support Thai child, The DNA certificate from the government hospital to show a relationship between father, mother and child must be provided.
21. In case supporting Thai Citizen or being supported by Thai Citizen and had a child, The DNA Certificate from the government hospital to show a relationship between father, mother and child must be provided.
22. In case of Thai spouse have father and mother or either one of them is the alien, the copy of Birth Certificate of spouse must be certified by the concerned organization, and the copy of Alien's Certificate, Certificate of Residence, House Registration of father and mother who got an authorized to have residence. If either of them pass away, a Death Certificate should be enclosed.
23. In case of spouse are sterilize, a Doctor Certificate from the government hospital which specify cause of sterile must be provided
24. Additional documents which are considered as appropriate by the immigration officer.

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- Copies of the personal documents must be certified by the person to whom the documents belong
- Copies of the company's documents must be certified by the company's authorized person
- Documents which are in foreign language must be officially certified by the applicant's national embassy located in Thailand, translated into Thai (e.g. name, telephone number), that can be verified later, must also be provided. And certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.

**DOCUMENTS REQUIRED WHEN APPLYING FOR A RESIDENCE PERMIT (JUNE 2019)  
IN THE CATEGORY OF SUPPORTING ALIEN WHO ALREADY HAD RESIDENCE PERMIT  
OR BEING SUPPORTED BY ALIEN WHO ALREADY HAD RESIDENCE PERMIT  
(HUSBAND-WIFE, FATHER-MOTHER, OR CHILDREN WHO IS UNDER 20 YEARS OF AGE AND SINGLE)**

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1. Application form (TM.9) (download at <https://division1.immigration.go.th>)
2. Health certificate from a government hospital (issued within 3 months) (download at <https://division1.immigration.go.th>)
3. Certificate of no criminal record from the applicant's domicile which must be officially certified by Thai consulate in that country or the applicant's national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand. (for the applicant who is over 14 years of age)
4. Copy of the family status certificate e.g. marriage certificate or marriage registration within the previous 3 months prior to the application submission date, birth certificate, house registration. The documents which are issued by foreign organizations must be officially certified as the document in # 3. If the registration is made in Thailand, it must be certified by the concerned organization
5. Copy of the residence permit book, alien identification book, passport and house registration (in Thailand) of the alien who already had residence permit (every single page that contains information) together with the originals
6. Copy of the applicant's educational certificate must be officially certified by the national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand or the certification letter Indicating that the applicant is still studying in any case must be provided
7. The letter of employment history from Office of Foreign Workers Administration (Work Permit), Department of Employment Library (download at <https://division1.immigration.go.th>) and copy of all of the supporter's work permit(s) (every single page that contains information)
8. The employment certification letter from the supporter's work place which is signed by the company's authorized person (as per the official form) required last 2 years (download at <https://division1.immigration.go.th>) and employment application with employment agreement (if any)
9. Copy of the supporter's annual personal income tax form (por ngor dor 91 or 90) with receipts for the previous 3 years prior to the application submission year and a copy of the filed personal income tax returns e.g. P.N.D.50 **which must be officially certified by the revenue officers**
10. Copy of the supporter's monthly income tax form (por ngor dor 1) with receipts from the beginning of the year of application submission (January) until the previous month of application submission **which must be officially certified by the revenue officers**
11. Certificate of the juristic person registration of which the supporter is working with, that must be issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date
12. Copy of the juristic person registration of which the supporter is working with for the previous 3 years prior to the application submission year
13. List of the share holders which is issued and officially certified by the Ministry of Commerce within the previous 3 months prior to the application submission date. And supporter, whose share exceeding 5 million bath, must show the list of shareholders 3 years backward.
14. Copy of the value added tax (VAT) or the specific business tax registration e.g. phor phor 01, phor phor 09, and phor phor 20
15. Copy of the financial statements (balance sheet, profit and loss statement) together with phor ngor dor 50 (company income tax form) and receipts of the year prior to the application submission year **which must be officially certified by the revenue officers**
16. Export certification letter from any bank in Thailand which indicates the total export value in Thai baht for the previous 3 consecutive years prior to the application submission year (only for the export business)
17. Certification letter from the organization that involves with the tourism business which gives detail about the number of tourists the company has brought in the Kingdom of Thailand for the previous 3 consecutive years prior to the application submission year (only for the tourist business)
18. In case that the company is considered as one of BOI support, the copy of the BOI card or other documents indicating that support are needed
19. Map of residence and place of work (download at <https://division1.immigration.go.th>)
20. Copy of all of the applicant's passport (every single page) to indicate the duration of stay in the Kingdom at least 3 consecutive years
21. Personal information sheet (download at <https://division1.immigration.go.th>) and the photographs of;  
the applicant locating in front of the workplace, outside the office (alone), inside the office with the staff, outside the factory (alone), inside the factory with the staff, with the machines and products (if any) also 10 photographs of the applicant with his/her family taking at the residence both outside and inside. All of the photographs must be postcard size on A4 letter head (company stationary) with description.
22. In case of child got support by father or mother or child support to father or mother, The DNA Certificate from the government hospital to show a relationship between child and father or mother in any case must be provided. (Such as child to ask for support by father, must be check DNA between child and father. If child to ask for support by mother, must be check DNA between child and mother)
23. Additional documents which are considered as appropriate by the immigration officer.

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**Remarks:**

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- Documents which are in foreign language must be officially certified by the applicant's national embassy located in Thailand, translated into Thai (e.g. name, telephone number), that can be verified later, must also be provided. And certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.

## **DOCUMENTS REQUIRED WHEN APPLYING FOR A RESIDENCE PERMIT IN THE CATEGORY OF EXPERTS (JUNE 2019)**

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4. Copy of the applicant's educational certificate must be officially certified by the national embassy located in Thailand, translated into Thai and certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand
5. Certification letter indicating working experience or apprenticeship
6. The letter of employment history from Office of Foreign Workers Administration (Work Permit), Department of Employment Library (download at <https://division1.immigration.go.th>) and copy of all of the applicant's work permit(s) (every single page that contains information)
7. The employment certification letter from the applicant's work place which gives detailed information about the applicant's work, monthly salary, etc
8. Copy of the applicant's annual personal income tax form (por ngor dor 91 or 90) with receipts for the previous 3 years prior to the application submission year and a copy of the filed personal income tax returns e.g. P.N.D.50 **which must be officially certified by the revenue officers**
9. Copy of the applicant's monthly income tax form (por ngor dor 1) with receipts (if any) from the beginning of the year of application submission (January) until the previous month of application submission **which must be officially certified by the revenue officers**
10. Supporting letter from the concerned government organization or state enterprise
11. Map of residence and place of work (download at <https://division1.immigration.go.th>)
12. Copy of all of the applicant's passport (every single page) to indicate the duration of stay in the Kingdom at least 3 consecutive years
13. Personal information sheet (download at <https://division1.immigration.go.th>) and the photographs of; the applicant locating in front of the workplace, outside the office (alone), inside the office with the staff, outside the factory (alone), inside the factory with the staff, with the machines and products (if any) also 10 photographs of the applicant with his/her family taking at the residence both outside and inside. All of the photographs must be postcard size on A4 letter head (company stationary) with description.
14. Additional documents which are considered as appropriate by the immigration officer.

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- Copies of the company's documents must be certified by the company's authorized person
- Documents which are in foreign language must be officially certified by the applicant's national embassy located in Thailand, translated into Thai (e.g. name, telephone number), that can be verified later, must also be provided. And certified by the Official of Department of Consular Affairs, Ministry of Foreign Affairs, Kingdom of Thailand.