

## GENERAL SUMMARY OF VISA REGULATIONS

### ADDRESS AND CONTACT DETAILS FOR VISA APPLICATIONS:

ADDRESS:	CONTACT DETAILS:
<b>Royal Thai Embassy Visa Section</b> 248 Hill Street, Corner of Hill and Pretorius Streets, Arcadia, Pretoria, 0083. South Africa	<b>Tel:</b> +27 (0)12 342 5470 extension 49 / Option 1 <b>Fax:</b> +27 (0)86 607 9663, <b>Email:</b> <a href="mailto:visa@thaiembassy.co.za">visa@thaiembassy.co.za</a> <b>(Applications cannot be emailed – the email address is purely for enquiries)</b>

### VISA SECTION OPERATING HOURS:

<b>Visa application time:</b> only <b>09:00 – 12:00</b> in the mornings, Mondays to Fridays	<b>Visa collection time:</b> (once visa is ready) only <b>14:00 to 16:00</b> the in the afternoon, Mondays to Fridays.
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\*The Embassy will be closed on all South African and Thai holidays.

### PROCESSING TIME:

A minimum of **4 working days** (after submission of a complete application)

In some special cases the processing time can be longer. **Do not leave your application for the last minute!!**

### Submissions from applicants outside South Africa can only be accepted from:

The Royal Thai Embassy in Pretoria will grant visas through couriers/visa services for non-SA residents, only for these countries (if the applicant is not in South Africa at the time of the application):

**Angola, Botswana, Lesotho, Swaziland, South Africa, Zambia and Zimbabwe, and Malawi.**

Applicants from and with residence in **Mozambique, Mauritius and Namibia** should apply for tourist visas from the Thai Honorary Consulate/Honorary Consulate-General/Embassies in the respective countries.

### **\*\*Special Requirements For People Holding Passports From The Following Countries:-**

Afghanistan, Algeria, Bangladesh, Cameroon, Central African Republic, China, Democratic Republic of Congo, Equatorial Guinea, Egypt, Ghana, Guinea, India, Iran, Iraq, North Korea, Lebanon, Liberia, Libya, Nepal, Nigeria, Pakistan, Palestine, Republic of Congo, Sierra Leone, Sri Lanka, Somalia, Sao Tome and Principe, Sudan, Syria, Yemen

#### **\*\*If you hold passport from country above;**

- 1) *You must be resident in South Africa or one of our accredited countries ( Angola, Botswana, Lesotho, Swaziland, South Africa, Zambia and Zimbabwe, and Malawi.)*
- 2) *Please submit a South African Police Clearance Certificate (or a police clearance from your country of residence) no older than 3 months if first application at the Royal Thai Embassy, Pretoria*
- 3) *Please be aware that the visa processing time can be longer than normal.*

### WHICH VISA SHOULD YOU APPLY FOR? (DIFFERENT TYPES OF VISAS)

**Transit Visa:** "TS" - For persons transiting through Thailand on their way to another destination.

"S" - For persons participating in sport

"C" – Crew (boat)

**Tourist Visa:** "TR" - For persons who are: going on holiday or visiting friends, doing shopping,  
- doing short courses like yoga, language, muay thai, scuba diving

**Non-immigrant "B" Visa :** To conduct business, attend business meeting, or work in Thailand

**Non-immigrant "ED" Visa :**  
- To study at school or university, take a company study tour,  
- To attend a conference / company training course / global meeting / workshop/ seminar in Thailand

**Non-immigrant "O" Visa :**  
- For persons accompanying a spouse / parent who will be stationed in Thailand  
- For persons married to a Thai spouse or the child of a Thai person  
- Volunteering at a non-profit organisation in Thailand

**Non-immigrant "O-A" Visa :** Retirement Visa (for those 50 or above, request more information if interested in this visa)

**Diplomatic/Official Visa:** For **diplomatic, service, official or UN passports holders only**  
(must accompanied by **Note Verbale**, even if a holiday)

## **VISA VALIDITY – VERY IMPORTANT**

Please note that the period of **visa validity** is different from the **period of stay**.

**Visa validity** is the period during which a visa can be used to enter Thailand.

**In general, the validity of a visa is 3 months**, but in some cases, visas may be issued to be valid for 6 months, or 1 year, depending on the type of visa. The validity of a visa is granted with discretion by the Royal Thai Embassy or Royal Thai Consulate-General and is displayed on the visa sticker. (**Enter Before** date)

**The period of stay** is granted by an immigration officer **upon arrival** at the port of entry and in accordance with the type of visa.

The **period of stay** for a **transit visa** is not exceeding **30 days**, for a **tourist visa** is not exceeding **60 days** and for a **non-immigrant visa** is not exceeding **90 days from the arrival date**. The period of stay granted by the immigration officer is displayed on the arrival stamp. Travellers who wish to stay longer than such period may apply for extension of stay at offices of the Immigration Bureau in Bangkok

## **VISA APPLICATION FEES:-**

**Method Of Payment: Strictly deposit into embassy bank account only. No cash. No credit cards.**

### **BANK ACCOUNT DETAILS:**

**Account Name:** Royal Thai Embassy Pretoria,  
**Bank:** First National Bank,  
**A/c Number:** 62197573415,  
**A/c Type:** Cheque, Branch Code: 251345 (BROOKLYN),  
**REFERENCE:** Applicant's last name( SURNAME) and initials

**Swift Code:** FIRN ZA JJ

If your bank requires our **bank's physical address:** Steven House, Fehrsen Street, Brooklyn, Gauteng, South Africa

--**Payment must be made in the same month as applicant is submitted.**

**Payment will NOT carry over to the next month if you send your documents later.**

**Example: payment cleared 31 August, applying for visa on 1 September. Payment will have to be made again in that case.**

--**No Refunds. No Exceptions**

--Visas will not be submitted and processed until the payment **shows in our account** on our online statement

--If you transferred from another bank or country, the payment can take up to 2-4 days to clear our account.

## **VISA APPLICATION FEES: With effect from 1 December 2016 (can change without notice)**

**Transit Visa** (30 days per entry) : 400 Rand for single entry  
: 800 Rand for double entry

**Tourist Visa** (60 days per entry) : ~~500 Rand~~ for single entry: **FREE OF CHARGE FROM 1 December 2016 – 28 February 2017**  
2300 Rand for 6 month multiple entry (please ensure you meet requirements, there is no refund)

**Non-Immigrant Visa** (90 days per entry) : 950 Rand per single entry, per person (issue only single entry or double entry);  
1900 Rand per double entry, per person

**Retirement Long Stay Visa** (1 year per) : 2300 Rand per multiple entry 1 year visa (for those 50 or above, enquire for requirements)

**Diplomatic/Official Passport Holders:** ...: Free of charge (for those holding diplomatic/official/UN passports)  
MUST HAVE Note Verbale/Diplomatic Note with application – even if only going on a holiday

**Please see next page for the visa requirements**

## VISA REQUIREMENTS

**Please note that this list does not guarantee a visa.**

**The Royal Thai Embassy or its Consulates reserve the right to ask for additional documents if required.**

### **TOURIST VISA – SINGLE ENTRY**

**Must be used within 3 months of application**

**Each individual person (even if a married couple, family, or company group) must have their own complete set of application documents.**

1) Completed and signed visa application form.

*The application form **MUST** be **signed** by the **APPLICANT personally**, unless applicant is a minor.  
A separate form is required for each applicant, regardless of age.*

2) The applicant's physical **PASSPORT** (which should be valid for at least SIX MONTHS from the date of application)

3) As well as a **COPY** of passport (the data page with your photo and name)

4) Certified copy of your I.D. document (not the same as your passport – for example: an ID card; driver's license, etc.)

5) 2x colour passport PHOTOS (recently taken)

6) Travel document - *one of the following*: photocopy of **return** air ticket / e-ticket / return flight reservation / flight itinerary)

7) Proof of bookings for accommodation in Thailand

8) Bank statement, current 3 month statement, with a balance equivalent to **20,000 Baht** (approximately 9,000 Rand or \$700 US) per person, or **40,000 Baht** (approximately 18,000 Rand or \$1,400 US) per family

9) One of the following:

a) Signed employment confirmation letter in your country of residence

b) Business Registration Certificate (CC, etc. if self-employed)

c) Letter confirming you are a student from your educational institution

d) Letter stating you unemployed, have sufficient funds for your trip and will return to your home country after your holiday. Letter must be signed & dated.

10) Deposit slip or swift transfer copy for visa application fee

**11) IMPORTANT!! --- For Minor Child (Under 18 Years of age)**

A copy of the child's unabridged birth certificate showing both the parents' names.

A certified consent letter signed by both the parents,

Certified photocopies of parent's passports

In case of Divorce, Child Custody Letter from court in respect of the child is required.

## VISA REQUIREMENTS

Please note that this list does not guarantee a visa.

The Royal Thai Embassy or its Consulates reserve the right to ask for additional documents if required.

### **TOURIST VISA – MULTIPLE ENTRY**

Sticker has 6 month validity, but applicant may only stay in Thailand 60 days per entry.

Each individual person (even if a married couple, family, or company group) must have their own complete set of application documents.

- 1) Completed and signed visa application form.

*The application form **MUST** be **signed** by the **APPLICANT personally**, unless applicant is a minor.  
A separate form is required for each applicant, regardless of age.*

- 2) The applicant's physical **PASSPORT** (which should be valid for at least SIX MONTHS from the date of application)
- 3) As well as a **COPY** of passport (the data page with your photo and name)
- 4) Certified copy of your I.D. document (not the same as your passport – for example: an ID card; driver's license, etc.)
- 5) 2x colour passport PHOTOS (recently taken)
- 6) Travel document - one of the following: photocopy of **return** air ticket / e-ticket / flight itinerary) - for the first visit to Thailand, at minimum
- 7) Proof of bookings for accommodation in Thailand - for the first visit to Thailand, at minimum
- 8) Bank statement, current 6 month statement, with latest balance equivalent to **200,000 Baht** per person, per person, or **400,000 Baht** per family
- 9) Signed employment confirmation letter in your country of residence  
Or: Business Registration Certificate stating you are an owner/director  
Or: Letter confirming you are registered at a University/College
- 10) Evidence of permanent residence/residence permit if applicant is not a national of the country where they are applying for the visa.
- 11) Deposit slip for visa application fee

### **12) IMPORTANT!! --- For Minor Child (Under 18 Years of age)**

A copy of the child's unabridged birth certificate showing both the parents' names.

A certified consent letter signed by both the parents,

Certified photocopies of parent's passports

In case of Divorce, Child Custody Letter from court in respect of the child is required.

## Requirements for ALL OTHER TYPES OF VISAS

\*Please note that this list does not guarantee a visa.

\*\*The Royal Thai Embassy or its Consulates reserve the right to ask for additional documents if required.

These are the additional requirements you need if you are going for reasons other than a holiday (business, study, etc.)

1) Start by attaching the documents required as per the single entry tourist visa (see requirements on page 3)

2) Then in addition, attach the following documents as per the purpose of your trip:

- A. **Transit** (Transit 'TS' visa) A confirmed travel document (air ticket, etc.) showing Thailand as a point of transit to another destination
- B. **Sport participation** (Transit 'S' visa): Letter of invitation stating participation in sport activities.
- C. **Attend Conference/Seminar/Meeting/Company training** (Non-Immigrant ED visa): (1) Letter of invitation to from the organizers  
(2) A copy of their company registration document
- D. **Conduct Business** (Non-Immigrant B visa): (1) Letter of invitation from your business counterpart in Thailand on the company letterhead, (2) A copy of their company registration document
- E. **Employment/Work** (Non-Immigrant B visa): (1) Letter of employment from your prospective employer on the company letterhead, a copy of their company (or school) registration document, (2) the **WP3 (pre-approved work permit) letter**

*\*To obtain this letter (pre-approved work permit/WP3), the applicant's prospective employer in Thailand is required to submit Form WP3 at the Office of Foreign Workers Administration, Department of Employment, Ministry of Labour Tel. 02-2452745, or at the Provincial Employment Office in his or her respective province. More information is available at [www.doe.go.th/workpermit/index.html](http://www.doe.go.th/workpermit/index.html)*

*>If going to **TEACH**, in addition to your letter and WP3, you will also need: (3) A POLICE CLEARANCE CERTIFICATE to show with your application and then take it to Thailand to show your employer*

- F. **Study** (Non-Immigrant ED visa): (1) Letter of acceptance from university and a copy of their registration as an educational institution.  
-If studying through a private institution, we require (2) An official letter from the Ministry of Education of Thailand or other sub-authorities concerned instructing the embassy to issue the study visa (Non-Immigrant ED). *The institution you will study with must apply for the letter from the Ministry of Education.*  
- (3) If tertiary education, A POLICE CLEARANCE CERTIFICATE from country of residence showing no criminal record.
- G. **Volunteer** (Non-Immigrant O visa): (1) Letter from organisation you will volunteer with, (2) A copy of their registration as a non-profit organisation (NGO)
- H. In case of **settlement with Thai spouse/children/parents** (Non-Immigrant O visa):  
(1) Copy of marriage certificate if joining Thai spouse, (2) Copy of Thai Spouse's House Registration Document signed by them (3) Copy of Thai passport of spouse/child signed by them (4) Copy of Thai ID card of spouse signed by them

### **For Minor Child (Under 18 Years of age)**

- A certified copy of the child's birth certificate showing both the parents names.
- A certified consent letter signed by both the parents, Certified photocopies of parent's passports along
- In case of Divorce, Child Custody Letter from court in respect of the child is required.

*Please note: To extend visa in Thailand if you are the spouse of a Thai national, you must show a bank statement with the equivalent of 400,000 Baht in your bank for more than 2 months, plus all documents relating to your marriage must be translated into Thai and certified.*

- I. To **Join spouse/parent working in Thailand permanently** (Non-Immigrant O visa):  
(1) Copy of marriage certificate (if joining spouse), (2) Letter from employer stating that the person will be joining the spouse/parent in Thailand.  
(3) Where applicable, copy of Thai visa of spouse/parent/child in Thailand.

### **For Minor Child (Under 18 Years of age)**

- A copy of the child's unabridged birth certificate showing both the parents names.
- A certified consent letter signed by both the parents, Certified photocopies of parent's passports
- In case of Divorce, Child Custody Letter from court in respect of the child is required

- J. For **Diplomatic / Official visa**:  
(1) **Note Verbale / Diplomatic Note (even if only going for holiday)**, (2) Must use diplomatic/official/service/UN passport to qualify for this visa.
- K. For **Retirement** (Non-Immigrant O-A visa): for those 50 or above - please enquire at the embassy for requirements.

**SUMMARY OF COUNTRIES AND TERRITORIES ENTITLED FOR VISA EXEMPTION AND VISA ON ARRIVAL****VISA EXEMPTIONS (No Visa Required to enter Thailand)**

Passport holders of the following countries are entitled to enter Thailand without a visa, provided that they meet the following criteria:

- The visit is **strictly for tourism** purposes.
- They must have a **confirmed return ticket** to show that they are **flying out of Thailand** within 30 or 15 days of entry, as appropriate. **Open tickets do not qualify.** Travelling overland out of Thailand by train, bus, etc to Cambodia, Laos, Malaysia (including en route to Singapore), Myanmar, etc is not accepted as proof of exiting Thailand. You may be asked to show your flight ticket on entering Thailand. If you do not possess a flight ticket to show you will be exiting Thailand within 30 or 15 days of entry you will be most likely to be refused entry.
- It will also be necessary to prove that you have **funds of at least 10,000 THB per person** or **20,000 Baht per family** during your stay in Thailand.

Qualifying travellers are granted a **maximum stay of 30 days (unless stated otherwise in the table below)** but only if entering Thailand via an **international airport**.

Persons, entering through a **land border checkpoint** from neighbouring countries will be **granted a maximum stay of 15 days**.

<b>Ordinary Passport</b>						<b>Diplomatic/Official Passport</b>			
Nations of the following countries may apply for <b>Visa on Arrival</b>	Nations of the following countries <b>may enter Thailand without a visa</b>					Nations of the following countries may enter Thailand without a visa			
	Tourist Visa Exemption Scheme			Bilateral Agreement		Bilateral Agreement			
Period of stay	Period of of stay			Period of stay			Period of stay		
15 days	30 days			14 days	30 days	90 days	30 days	90 days	
Andora	Australia	Norway	* Brazil	Cambodia	Hong Kong	Argentina	Brunei	Albania	Nepal
Bulgaria	Austria	Oman	* Korea (ROK)	Myanmar (International airports only)	Laos	Brazil	Cambodia	Argentina	Panama
Bhutan	Belgium	The Philippines	* Peru		Macau	Chile	China	Austria	Peru
China	Bahrain	Poland			Mongolia	Korea (ROK)	Ecuador	Belarus	The Philippines
Cyprus	Brunei	Portugal			Russia	Peru	Hong Kong	Belgium	Poland
Ethiopia	Canada	Qatar			Vietnam		Indonesia	Bhutan	Romania
India	Czech Republic	Singapore					Laos	Brazil	Russia
Kazakhstan	Denmark	Slovak					Macau	Chile	Slovakia
n Latvia	Estonia	Slovenia					Mongolia	Colombia	<b>South Africa</b>
Lithuania	Finland	Spain					Myanmar	Costa Rica	<u>Spain</u>
Maldives	France	<b>South Africa</b>					Oman	Croatia	(Diplomatic only)
Malta	Germany	Sweden					<u>Pakistan</u>	Czech Republic	
Mauritius	Greece	Switzerland					(Diplomatic only)	<u>Estonia</u>	Sri Lanka
Romania	Hong Kong	Turkey					Singapore	(Diplomatic only)	Switzerland
San Marino	Hungary	UAE					Vietnam	<u>France</u>	Tajikistan
Saudi Arabia	Iceland	UK						(Diplomatic only)	Tunisia
Taiwan	Indonesia	USA						Germany	Turkey
Ukraine	Ireland	Vietnam						Hungary	Ukraine
Uzbekistan	Israel							India	Uruguay
	Italy							Israel	
	Japan							Italy	
	Kuwait							Japan	
	Liechtenstein							Korea (ROK)	
	Luxembourg							Liechtenstein	
	Malaysia							Luxembourg	
	Monaco							Malaysia	
	The Netherlands							Mexico	
	New Zealand							Montenegro	
								The Netherlands	

SOURCE: <http://www.mfa.go.th> (Department of Consular Affairs, 10 February 2016) -

<http://www.consular.go.th/main/th/customize/62281-Summary-of-Countries-and-Territories-entitled-for.html>.

## **HEALTH REQUIREMENTS (subject to changes) :-**

Persons holding passports or having **residence in** countries in the Yellow Fever Area must produce a valid international health certificate for Yellow Fever at the point of entry in Thailand.

### **LIST OF COUNTRIES WHICH ARE DECLARED YELLOW FEVER INFECTED AREAS**

- The Ministry of Public Health has laid down regulations that applicants who have travelled from or through the countries which have been declared Yellow Fever Infected Areas must provide an **International Health Certificate** proving that they have received a **Yellow Fever vaccination**.

- The International Health Certificate **must be submitted together with the visa application form**. The traveller will **also** have to present the said certificate **to the Immigration Officer upon arrival at the port of entry in the Kingdom**.

- As for those nationals of the countries listed below but **who have not travelled from/through those countries, such a certificate is not required**. However, they should possess concrete evidence showing that their domicile is not in an infected area so as to prevent undue inconvenience.

- *Please note that the International Health Certificate will become effective 10 days after the vaccination and will last for 10 years.*

### **Following are the countries which are declared Yellow Fever Infected Areas.-**

1. Angola : People's Republic of Angola
2. Argentina: Argentina Republic
3. Benin : People's Republic of Benin
4. Bolivia : Republic of Bolivia
5. Brazil : Federative Republic of Brazil
6. Burkina Faso : Republic of Burkina Faso
7. Burundi : Republic of Burundi
8. Cameroon : Federal Republic of Cameroon
9. Central African Republic
10. Chad : Republic of Chad
11. Colombia : Republic of Colombia
12. Congo : Republic of the Congo
13. Congo: Democratic Republic of the Congo
14. Cote d' Ivoire : Republic of Cote d' Ivoire
15. Ecuador : Republic of Ecuador
16. Equatorial Guinea : Republic of Equatorial Guinea
17. Ethiopia : The Federal Democratic Republic of Ethiopia
18. French-Guiana
19. Gabon : Gabonese Republic
20. Gambia : Republic of the Gambia
21. Ghana : Republic of Ghana
22. Guinea-Bissau : Republic of Guinea Bissau
23. Guinea : Republic of Guinea
24. Guyana : Cooperative Republic of Guyana
25. Kenya: Republic of Kenya
26. Liberia : Republic of Liberia
27. Mali : Republic of Mali
28. Mauritania : Islamic Republic of Mauritania
29. Niger : Republic of Niger
30. Nigeria : Federal Republic of Nigeria
31. Panama : Republic of Panama
32. Paraguay : Republic of Paraguay
33. Peru : Republic of Peru
34. Rwanda : Republic of Rwanda
35. Sao Tome & Principe : Democratic Republic of Sao Tome & Principe
36. Senegal : Republic of Senegal
37. Sierra Leone : Republic of Sierra Leone
38. Somalia : Somali Democratic Republic
39. Sudan : Democratic Republic of the Sudan
40. Suriname : Republic of Suriname
41. Tanzania : United Republic of Tanzania
42. Togo : Republic of Togo
43. Trinidad and Tobago
44. Uganda : Republic of Uganda
45. Venezuela : Republic of Venezuela

**See:**

<http://www.mfa.go.th/web/2482.php?id=2494>