

## Required Documents for Qualification Endorsement for LTR Visa

### Work from Thailand Professionals

#### Personal Document

- If the original documents are **not in English or Thai**, you are required to submit a **certified or notarized translation in English or Thai only**.

Document	Details
<input type="checkbox"/> <b>Passport</b>	<p>Passport Requirements for LTR Visa Application:</p> <ul style="list-style-type: none"> <li>A copy of your current passport, which will be used for the LTR visa stamp <b>with no less than 6 months</b> of validity remaining and <b>at least 2 blank pages</b> for LTR Visa and stay permit stamps.</li> <li><b>Scanned PDF</b> must include <b>biodata page</b> and <b>all pages with Thai Immigration stamps</b>.</li> <li>Arrange <b>all pages in chronological order</b> as a <b>double-page spread</b> in <b>one PDF file</b>.</li> <li>Applicants who have <b>TM.47 form</b> must upload a scanned PDF version as a <b>separate file</b>.</li> <li>Old passports may be requested for further verification if needed.</li> </ul> <p><b>Note:</b> Damaged passports will <b>not be accepted</b> by the Immigration Bureau for your visa on the appointment day.</p> <p>*Signs of damage: water damage, significant wear/tears, missing pages or unofficial markings. Immigration officers may refuse service if damage is observed.</p>
<input type="checkbox"/> <b>Photograph</b>	<ul style="list-style-type: none"> <li>Clear passport-size photo on <b>white background</b> (Max file size 2 MB)</li> <li>Formal/business attire (<b>no T-shirts</b>)</li> <li><b>No glasses, headgear or accessories</b></li> <li>Photo must be taken <b>within 6 months</b></li> </ul>
The paper form T.M.6 card has now been replaced by the electronic Thailand Digital Arrival Card (TDAC)	
<input type="checkbox"/> <b>Thailand Digital Arrival Card (TDAC)</b>	Only for those who entered Thailand <b>after May 1st, 2025</b> .
<input type="checkbox"/> <b>T.M.6 Card</b>	Only for those who entered Thailand <b>before July 1st, 2022</b> , or those who entered through a land border checkpoint and were issued T.M.6 card

### Additional Document

**To be requested on a case-by-case basis.** This document can optionally be submitted later, in which case the applicant must submit a signed **Document Request Acknowledgement Form** in place of the actual document. If chosen to do so, the letter of verification AND/OR certificate will later be requested, once the application status has been updated to: **Consideration by Government Agencies.**

Document	Details
<input type="checkbox"/> <b>A letter of verification</b>	A letter of verification issued from a police station in the applicant's country of nationality or residence stating that the applicant has no criminal records (The letter must not be older than 3 months).
<b>OR</b>	
<input type="checkbox"/> <b>A Thai police certificate</b>	A Thai police certificate issued by the Police Clearance Certificate Center, Special Branch, Royal Thai Police.

### Evidence of Income

- If the original documents are **not in English or Thai**, you are required to submit a **certified or notarized translation in English or Thai only**.

Documents provided must show **personal income** of **no less than 80,000 USD per year in the past 2 years**.

For applicants who have an average **personal income less than 80,000 USD but no less than 40,000 USD in the past 2 years**, documents showing the applicant's **master's degree, equivalent degrees or Higher or full and complete ownership of intellectual property or the receiving series A funding**

Document	Details
<input type="checkbox"/> <b>Individual Income Tax Return</b>	<p>Official personal income tax returns as filed to state authorities such as completion form of P.N.D. 90/91, BIR60, Form 1040, Form W-2, SA100, T1 General etc.</p> <p><b>Note:</b> For applicants who worked in a country where income tax is not required, a payroll slip and bank statement must be provided as evidence of individual income. In such cases, notarization may be required if necessary.</p>

Professional Documents	
Document	Details
<input type="checkbox"/> <b>Applicant's curriculum vitae (CV)</b>	Must provide CV which should include information on the applicant's expertise, educational and professional background related to the work assignment or current position in the company.
For applicants who have an average <b>personal income less than 80,000 USD but no less than 40,000 USD in the past 2 years</b> , the applicant must provide <b>one</b> document, such as the following.	
<input type="checkbox"/> <b>Evidence of qualification</b>	A copy of the applicant's university certificate for master's degree or higher.
<b>OR</b>	
<input type="checkbox"/> <b>Evidence of full and complete ownership of intellectual property</b>	Trademark licenses, proof of patent, copyright ownership documents, etc.
<b>OR</b>	
<input type="checkbox"/> <b>Evidence of the receiving series A funding</b>	Evidence of the receiving series A funding of no less than 1 million USD.

Evidence of Employment and Corporate Background	
<ul style="list-style-type: none"> <li>If the original documents are <b>not in English or Thai</b>, you are required to submit <b>a certified or notarized translation in English or Thai only</b></li> </ul>	
Document	Details
<input type="checkbox"/> <b>For applicants who are employed in the private sector</b>	<p>Employment letter from the company signed by an authorized person. The letter must include the following information: current position, date of employment, and date of termination (if any)</p> <p><b><u>AND</u></b></p> <p>Permission letter or related documents issued by the company for the applicant to work remotely from Thailand or other countries.</p> <p>The letter must be issued no more than 3 months before the submission date.</p> <p><b>Note:</b> In some cases, relevant government authorities may request a confirmation letter or document ensuring that the applicant will only remotely work for the overseas employer while in Thailand and will not conduct any business activities or provide services on behalf of or for the company while in Thailand.</p>
<input type="checkbox"/> <b>Evidence of company</b>	<p><b>A.</b> Evidence of company being listed on stock exchange.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>B.</b> An audited corporate's annual financial statement or financial report showing the company's revenue of more than 50 million USD in the last 3 years.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>C.</b> Evidence of being a wholly owned subsidiary which has the company A. or B. as 100% shareholder together with the evidence of A. or B. (For example, a shareholder list certification)</p>
<input type="checkbox"/> <b>Evidence of full employment contract</b>	<ul style="list-style-type: none"> <li>Evidence of full employment contract with an overseas company signed by authorized persons within the company stating employment details e.g. position, duration of contract, income, or termination date. (if any)</li> </ul>

### Evidence of Health Insurance

- If the original documents are **not in English or Thai**, you are required to submit **a certified or notarized translation in English or Thai only**.

This can optionally be submitted later, in which case the applicant must submit a signed **Document Request Acknowledgement Form** in place of the actual document.

If chosen to do so, insurance documents will later be requested, once the application status has been updated to: **Consideration by Government Agencies**.

The applicant must provide **one** of the following documents:

Document	Details
<input type="checkbox"/> <b>Health Insurance</b>	<ul style="list-style-type: none"> <li>Must cover the entire duration of stay in Thailand for hospitalization and medical treatment at <b>least USD 50,000</b> with a remaining coverage period of at <b>least 10 months</b>.</li> <li>Group health insurance policy must provide at least USD 50,000 per person.</li> <li>Life insurance without health insurance and travel insurance are <b>not accepted</b>.</li> </ul>
<b>OR</b>	
<input type="checkbox"/> <b>Social security (SSO)</b>	<p>Evidence showing valid Social Security (SSO) benefits covering hospitalization and medical treatment in Thailand, including the following:</p> <ul style="list-style-type: none"> <li>The latest month's SSO payment receipt</li> <li>The employee's name list submitted by the company for SSO</li> <li>The valid SSO card</li> </ul>
<b>OR</b>	
<input type="checkbox"/> <b>Financial evidence or bank statement</b>	<ul style="list-style-type: none"> <li>Must show a deposit of <b>no less than 100,000 USD</b> which has been held and maintained for <b>no less than 12 months</b> at the time of application.</li> </ul>

**Note:** The officer may request additional documents to support the consideration of the application.