



**Required Documents for Qualification Endorsement for LTR Visa: Work-From-Thailand Professional**

<b>PERSONAL DOCUMENTS</b>		
1.	<p>A copy of your current passport that is to be used to apply for LTR visa with no less than 6 months of validity remaining and at least 2 blank pages for LTR Visa and stay permit stamps</p> <ul style="list-style-type: none"> <li>• The SCANNED PDF file of the passport must include the biodata page and all pages with Thai Immigration stamps</li> <li>• All passport / visa pages must be arranged in a double-page spread and put in chronological order in one single PDF file</li> <li>• Applicants who have TM.47 form must upload a scanned PDF version as a <b>separate file</b></li> <li>• Old passports may be requested for further verification in some cases</li> </ul> <p><b>Note:</b> Damaged passports* may not be accepted on the appointment date for visa issuance</p> <p>*Signs of damage include water damage, significant wear and tears, torn out or missing visa pages, and unofficial markings; Immigration officers reserve the rights to refuse services if a damaged passport is observed</p>	○
2.	<p><b>A.</b> Health insurance policy (travel insurance <b>NOT accepted</b>) covering the entire course of stay in Thailand and providing at least 50,000 USD for hospitalization and medical treatment in Thailand with no less than 10 months of remaining coverage</p> <p><b><u>OR</u></b></p> <p><b>B.</b> Evidence showing valid social security benefits insuring hospitalization and medical treatment in Thailand</p> <p><b><u>OR</u></b></p> <p><b>C.</b> Financial evidence or bank statement (Investment portfolio <b>NOT accepted</b>) showing a deposit of no less than 100,000 USD which has been held and maintained for no less than 12 months at the time of application</p> <p><b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized</p> <p>Item <b>A.</b> can optionally be submitted later, in which case the applicant must submit a signed <b>Document Request Acknowledgement Form</b> in place of the actual document</p> <p>If chosen to do so, insurance documents will later be requested by the relevant government authority once the application status has been updated to: Consideration By Government Agencies</p>	○
3.	<p>Applicant’s curriculum vitae (CV) to provide information on the applicant’s expertise, educational and professional background related to the work assignment or current position in the company.</p> <p><b>Note:</b> The curriculum vitae must be in Thai or English only</p>	○



4.	Evidence of qualification e.g. a copy of the applicant's university certificate for master's degree or higher	○
5.	Evidence of employment in a related field to present work position or responsibility signed by the applicant's current or previous employer showing 5 years of work experience in the past 10 years as of the submission date e.g. a verification letter from a previous employer  <b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized	△
6.	Clear passport size photograph of applicant on <b>WHITE</b> background (Max file size 2 MB)  Face looking straight at the camera, dressed in formal / business attire (T-shirts <b>NOT allowed</b> ), not wearing glasses, headgear, or accessories, the photo must be taken within 6 months	○
7.	Evidence of full and complete ownership of intellectual property e.g. trademark licenses, proof of patent, copyright ownership documents, etc.  <b><u>OR</u></b>  Evidence of the receiving series A funding of no less than 1 million USD  <b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized	△
8.	T.M.6 Card (only for those who entered Thailand <b>before July 1<sup>st</sup>, 2022</b> , or those who entered <b>through land border checkpoint</b> and were issued T.M.6 card)	△
<b>EVIDENCE OF EMPLOYMENT AND CORPORATE BACKGROUND</b>		
9.	(For applicants who are employed in the private sector)  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)  <b><u>AND</u></b>  Permission papers or related documents issued by the company for the applicant to work remotely from Thailand or other countries  The letter must be issued no more than 3 months before the submission date  <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  Documents must be in Thai or English only, translated documents must be notarized	○
10.	Official personal income tax return as filed to state authorities such as P.N.D. 90/91, BIR60, Form 1040, Form W-2, SA100, T1 General etc. showing income of no less than 80,000 USD per year in the past 2 years  <b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized	○



11.	<p>An audited corporate annual financial statement or official financial report showing the company's revenue of or more than 150 million USD in the past 3 years</p> <p><b><u>OR</u></b></p> <p>Evidence of company being listed on stock exchange</p> <p><b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized</p>	○
12.	<p>Evidence of employment 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)</p> <p><b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized</p>	○
<b>ADDITIONAL INFORMATION</b>		
13.	<p>(To be requested on a case-by-case basis)</p> <p>A letter of verification issued from 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)</p> <p><b><u>OR</u></b></p> <p>A Thai police certificate issued by the Police Clearance Certificate Center, Special Branch, Royal Thai Police.</p> <p><b>Note:</b> Documents must be in Thai or English only, translated documents must be notarized</p> <p>This document can optionally be submitted later, in which case the applicant must submit a signed <b>Document Request Acknowledgement Form</b> in place of the actual document</p> <p>If chosen to do so, the letter of verification AND/OR certificate will later be requested by the relevant government authority once the application status has been updated to: Consideration By Government Agencies</p>	△