

Non-immigrant B/IB Visa (for working in Thailand)

Please make an appointment online [VABO] at www.thaiconsulate-visa.jp/vabo/ before visa application.

The Royal Thai Consulate-General, Osaka may require additional documents and reserves the right to reject incomplete visa application as well as fraud and misrepresentation. Visa issuance is under the discretion of the Royal Thai Consulate-General, Osaka. The Royal Thai Consulate General, Osaka reserves the right not to explain the reason of rejection.

- **Submission:** working days from 9:30-11:30 hrs. Please refer to www.thaiconsulate.jp for the official holidays of the Royal Thai Consulate-General, Osaka.
- **Collection:** from 13:30-15:00 hrs. 2 working days from submission date in the absence of error in the application form and required documents. (Visa processing time for certain nationals listed in the guideline for visa application published in our website is 45-60 days.)

Number of Entries	Single
Term of validity ※from the date of issue	3 months
Duration of stay ※from the date of entry	90 days
Fee	9,000 yen
Necessary validity of Passport ※from the date of entry	Not less than 6 months

All documents required must be issued within one (1) month except for company registration issued by the Ministry of Commerce of Thailand (within six (6) months).

Document Required

For applicant belonging to a company in Japan

1. Application form affixed with color photo (http://www.thaiconsulate.jp/files/user/visa_pdf/Application_Form.pdf)

- Japanese nationals and foreign nationals except those from the following countries and territories: 1 application form

3 Application forms and photos	*Afghanistan, Algeria, Bangladesh, Cameroon, Central African Republic, China, Egypt, Equatorial Guinea, Guinea, Ghana, Republic of the Congo, Democratic Republic of the Congo, India, Iraq, Democratic People's Republic of Korea, Lebanon, Libya, Liberia, Nepal, Pakistan, Palestine, Sao Tome and Principe, Somalia, Sierra Leon, Sri Lanka, Sudan, Syria, and Yemen
4 Application forms and photos	Iran, *Nigeria

**For Afghanistan national, please also submit the ID Certificate.*

**For Nigeria national, please also submit the Certificate of Clearance (National Drug Law Enforcement Agency of Nigeria-NDLEA).*

2. Color Photograph(s) affixed to the application form

- identical color photos taken within the last 6 months.
- size 3.5cm x 4.5cm

3. Passport Original and copy

At least 2 blank pages left

※Additional documents for **non-Japanese passport holder**

- (1) Copy of passport holder's signature page
- (2) Copy of Japan's residence card (front and back side)

4. Personal history (http://www.thaiconsulate.jp/files/user/visa_pdf/personal-history.pdf)

Completed and signed by the applicant

5. Original recommendation letter from the dispatching company in Japan requesting for visa issuance with a photocopy of the signer's passport*

6. Original invitation letter from the employing company in Thailand requesting for visa issuance with a photocopy of the signer's passport*

**The recommendation and invitation letters must have the company's letter head with company's seal, signed by the authorized person(s).*

The signer(s) of the invitation letter must be the person(s) whose name(s) listed in the company's registration issued by the Ministry of Commerce of Thailand.

Both letters must contain the applicant's name, date of joining company / assignment's position / responsibilities / salary/ date of entry / length of stay and type of visa.

In case the letters are not signed by the authorized person(s), a letter of power of attorney authorizing other person(s) to act on his/her behalf must be submitted upon submitting visa application.

7. Company registration of the employing company in Thailand (original or copy with original company seal and signature of authorized person whose name is listed in the company's registration on each page)

8. A copy of valid work permit or form WP 3 (Letter of approval from the Ministry of Labour of Thailand or Letter from Industrial Estate Authority of Thailand (IEAT) or the Board of Investment of Thailand (BOI))

9. Airline ticket or flight booking confirmation

Airline ticket or booking confirmation with the applicant's name and flight details (flight number/ date and time of arrival in and departure from Thailand) issued by airline or travel company

*One-way ticket is not acceptable for non-Japanese nationals

10. Additional required procedures and documents for working as athlete or sports personnel

10.1 The applicant must contact Sports Authority of Thailand requesting for visa issuance through the Department of Consular Affairs, Ministry of Foreign Affairs of Thailand.

10.2 The applicant must apply in person and submit the following additional documents:

- 1) Certificate of employment or resume describing the applicant's career and experience in sports (Original in English)
- 2) An original criminal record of the applicant issued within 3 months, legalized by the Ministry of Foreign Affairs, Japan in a sealed envelope. (Ministry of Foreign Affairs of Japan, Osaka Liaison Office: 06-6941-4700)

For applicant not belonging to a company in Japan

1. Application form affixed with color photo (http://www.thaiconsulate.jp/files/user/visa_pdf/Application_Form.pdf)

- Japanese nationals and foreign nationals except those from the following countries and territories: 1 application form

3 Application forms and photos	*Afghanistan, Algeria, Bangladesh, Cameroon, Central African Republic, China, Egypt, Equatorial Guinea, Guinea, Ghana, Republic of the Congo, Democratic Republic of the Congo, India, Iraq, Democratic People's Republic of Korea, Lebanon, Libya, Liberia, Nepal, Pakistan, Palestine, Sao Tome and Principe, Somalia, Sierra Leon, Sri Lanka, Sudan, Syria, and Yemen
4 Application forms and photos	Iran, *Nigeria

**For Afghanistan national, please also submit the ID Certificate.*

**For Nigeria national, please also submit the Certificate of Clearance (National Drug Law Enforcement Agency of Nigeria-NDLEA).*

2. Color Photograph(s) affixed to the application form

- identical color photos taken within the last 6 months.
- size 3.5cm x 4.5cm

3. Passport Original and copy

At least 2 blank pages left

※ Additional documents for **non-Japanese passport holder**

- (1) Copy of passport holder's signature page
- (2) Copy of Japan's residence card (front and back side)

4. Personal history (http://www.thaiconsulate.jp/files/user/visa_pdf/personal-history.pdf)

Completed and signed by the applicant

5. Original guarantee letter in English (http://www.thaiconsulate.jp/files/user/visa_pdf/Guarantee_Letter.pdf) **with the guarantor's identity documents**

- Guarantor must be over 20 years old and remains in Japan.
- Guarantor must be Japanese or non-Japanese who has the permanent residence in Japan.
- A photocopy of guarantor's passport or driving license (front and back side) duly signed by the guarantor.
- A photocopy of guarantor's passport and a residence card (front and back side) in case of non-Japanese guarantor.

6. Original invitation letter from the employing company in Thailand requesting for visa issuance with a photocopy of the signer's passport*

**The invitation letters must have the company's letter head with company's seal, signed by the authorized person(s).*

The signer(s) of the invitation letter must be the person(s) whose name(s) listed in the company's registration issued by the Ministry of Commerce of Thailand.

Both letters must contain the applicant's name, assignment's position / responsibilities / salary/ date of entry / length of stay and type of visa.

In case the letters are not signed by the authorized person(s), a letter of power of attorney authorizing other person(s) to act on his/her behalf must be submitted upon submitting visa application.

7. Company registration of the employing company in Thailand (original or copy with original company seal and signature of authorized person whose name is listed in the company's registration on each page)

8. A copy of valid work permit or form WP 3 (Letter of approval from the Ministry of Labour of Thailand or Letter from Industrial Estate Authority of Thailand (IEAT) or the Board of Investment of Thailand (BOI))

9. Employment contract

10. Certificate of graduation or Certificate of resignation

11. Airline ticket or flight booking confirmation

Airline ticket or booking confirmation with the applicant's name and flight details (flight number/ date and time of arrival in and departure from Thailand) issued by airline or travel company

*One-way ticket is not acceptable for non-Japanese nationals

12. Additional required procedures and documents for working as athlete or sports personnel

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