

**ROYAL THAI CONSULATE-GENERAL, CHENNAI**

Applicant's Name : \_\_\_\_\_

Applicant's Passport No : \_\_\_\_\_

| No.  | CHECKLIST OF DOCUMENTS REQUIRED FOR<br>TRANSIT VISA APPLICATIONS - SINGLE & DOUBLE ENTRY  | Yes                          | No |
|--|---|------------------------------|----|
| <b>1</b>   | <b>Travel Documents</b>   |                              |    |
| 1.1  | Passport or travel document with validity not less than 6 months with <b>TWO BLANK PAGES</b> . Two signed copies of front and last page of passport.  |                              |    |
| 1.2  | One visa application form completely filled in and signed by applicant.   |                              |    |
| 1.3  | Two color photographs of the applicant with the specification 3.5 x 4.5 cm. not older than 3 months with white background, face and eyes are in direct position to the camera, without sunglasses or hat or any other head covering, except for some religious beliefs or ethnic background.  |                              |    |
| 1.4  | Non-refundable visa fees of INR 1,900/- for single entry and INR 3,800/- for double entry.  |                              |    |
| 1.5  | Cover letter stating purpose of visit to Thailand and travel plan.  |                              |    |
| 1.6  | Evidence of residence in India (non-Indian passport holder).  |                              |    |
| 1.7  | Confirmed air tickets from the airline stating different ports of departure and destination.  |                              |    |
| <b>2</b>   | <b>Accommodation</b>  |                              |    |
| 2.1  | Proof of hotel/accommodation reservation in Thailand from the hotel/accommodation with contact number and address which should include applicant's name.  |                              |    |
| 2.2  | If intend to stay with Thai relatives or Thai friends, must provide invitation letter along with a copy of their Thai ID proof. In case they are not Thai, must provide their copies of visa and work permit, valid at least six months along with a copy of passport.  |                              |    |
| <b>3</b>   | <b>Finances</b>   |                              |    |
| 3.1  | Applicant's bank statement of six months (must be original and attested by the bank) with consistent balance of USD 700 per person or USD 1400 per family.  |                              |    |
| 3.2  | In case the current bank balance is less than 700 USD, a cover letter, typed and signed by a family member who sponsors the trip, and whose name is on the above bank statement along with signed photocopy of passport of the sponsor (in case of submitting the financial proof of the applicant's sponsorship by a family member) and proof of the relationship (government issued). |                              |    |
| <p>* All documents must be in English, unless specified, and arranged in the order given above.<br/>           * If required, additional documents and/or an interview may be requested. Visa application fees are non-refundable.<br/>           * Validity of visa denotes time period during which a traveler can use the visa. Period of stay denotes amount of time the traveler can stay in Thailand.</p>  |   |                              |    |
| <b>Declaration :</b>   |   |                              |    |
| <p><input type="checkbox"/> I confirm that I have read the guidance and I am aware that the normal visa process takes 3 working days for submission at centers in Chennai and 4 working days for centers outside of Chennai (not including submission date); the submission of additional documents takes another 2 working days.<br/> <input type="checkbox"/> I am aware that the submission of visa application is advised to be made at least seven working days prior to the date of departure.</p> |   |                              |    |
| Applicant's Signature : _____  |   |                              |    |
| Submitted by Name : _____ Signature : _____ Relation with applicant : _____  |   |                              |    |
| <b><u>For Official Use Only</u></b>  |   |                              |    |
| Submission Officer's Name : _____  |   | Audit Officer's Name : _____ |    |