

## Non-immigrant B/IB Visa (Working)

**Please make an appointment online [VABO] at [www.thaiconsulate-visa.jp/vabo/](http://www.thaiconsulate-visa.jp/vabo/) before visa application.**

- **Submission:** working days from 9:30-11:30 hrs. Please refer to [www.thaiconsulate.jp](http://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 on our website is 45-60 days.)

<b>Purpose of entry</b>	To work in Thailand	<b>Number of Entries</b>	Single (1 time of entry)
		<b>Term of validity</b>	90 days from issue date
		<b>Duration of stay</b>	90 days from entry date
		<b>Visa Fee (Cash only)</b>	11,000 Yen
<b>Notice</b>	<ul style="list-style-type: none"><li>● Applicant must enter Thailand on the date specified in the airline ticket or ticket reservation confirmation</li><li>● Upon arrival to Thailand, the period of stay is granted by an immigration officer in accordance with the type of visa; travelers who wish to stay longer than the granted period must file an application for permission of extension of stay at offices of the Immigration Bureau of Thailand; the extension of stay as well as the change of certain type of visa is solely at the discretion of the Immigration officer in Thailand</li><li>● In case that visa application is rejected, the visa fee will not be refunded and the submitted documents will not be returned to the applicant</li><li>● The following required documents are subject to change without prior notice</li><li>● The Royal Thai Consulate-General, Osaka reserves the right to request additional documents as deemed necessary and reserves the right to reject an application without providing any reasons</li><li>● Fraud or misrepresentation can result in permanent visa ineligibility</li></ul>		

## Required Documents

### 1. Passport

- Passport with validity not less than 6 months
- At least 2 blank pages left

### 2. Visa Application Form

- One Visa Application Form completely filled out and signed as the same as the applicant's passport signature  
(downloadable at ( [http://www.thaiconsulate.jp/files/user/visa\\_pdf/Application\\_Form.pdf](http://www.thaiconsulate.jp/files/user/visa_pdf/Application_Form.pdf) )

### 3. One Photograph (Size 3.5 cm × 4.5 cm)

- Color photograph taken within the last 6 months
- Affix the photograph to the Visa Application Form  
(downloadable at ( [http://www.thaiconsulate.jp/files/user/visa\\_pdf/personal-history.pdf](http://www.thaiconsulate.jp/files/user/visa_pdf/personal-history.pdf) )

#### **4. Invitation Letter issued by a prospective employer in Thailand**

- Must be an original invitation letter written in English (PDF or fax copy is not acceptable)
- Must have the company's letterhead
- Must address to “Royal Thai Consulate-General, Osaka”
- Must contain the applicant's name/assignment's position/salary / date of entry/length of stay and type of visa
- Must be signed by the authorized person(s) (electronic signature is not acceptable) whose name(s) listed in the company's registration (Copy of the company's registration issued by the Ministry of Commerce of Thailand within 6 months is required) and include company's seal. In case the signature of the authorized person(s) in the letter of invitation is absent, a letter of power of attorney authorizing other person(s) to act on his/her behalf must be submitted upon submitting the visa application

#### **5. One copy of the company's registration issued by the Ministry of Commerce of Thailand**

- Must be issued within 6 months

#### **6. One copy of the confirmed airline ticket paid in full or ticket reservation confirmation**

- The confirmed airline ticket paid in full or ticket reservation confirmation must be issued by airline or travel company and must contain the applicant's name, flight number and date arrival

### **Additional Required Documents for Non-Japanese Applicants**

#### **7. One copy of the residence card (front and backside)**

(On the application date, please present the original document of identification)

- Valid for at least 3 months
- For those who are currently applying for renewal of residence card, please submit a copy of acceptance of renewal issued by the Immigration Bureau of Japan

#### **8. Recommendation Letter issued by the current employer/company in Japan**

- Must be an original Recommendation Letter written in English (PDF or fax copy is not acceptable)
- Must have the company's letterhead
- Must address to “Royal Thai Consulate-General, Osaka”
- Must contain the applicant's name/assignment's position/responsibilities/salary/date of entry/length of stay and type of visa
- Must be signed by the authorized person(s) (electronic signature is not acceptable) whose name(s) listed in the company's registration and included company seal

※In case of local recruitment in Thailand, an original guarantee letter must be presented, together with a copy of the guarantor's passport or driving license duly signed by the guarantor

#### **Guarantee Letter ( [http://www.thaiconsulate.jp/files/user/visa\\_pdf/Guarantee\\_Letter.pdf](http://www.thaiconsulate.jp/files/user/visa_pdf/Guarantee_Letter.pdf) )**

- A guarantor must be twenty (20) years of age or older, and must be able to confirm the applicant's personal attributes. A guarantor must be available to be contacted by the Consulate-General and must not be a person who will accompany the applicant to Thailand
- A guarantor who is not a Japanese national must provide a copy of passport and residence card (front and backside) \*The Guarantor must be Japanese or non-Japanese who has permanent residence in Japan.)
- A guarantor must sign the same as the guarantor's identification document signature
- For Japanese guarantor who prefers to use a driver's license, please sign the same as the signature in the guarantor letter on the copy of the driver's license (front and backside)

#### **9. Additional documents (one of (1) - (3))**

- (1) One copy of the Letter of Consideration of Work Permit issued by the Department of Employment, Ministry of Labor and Social Welfare of Thailand (WP3), issued within 3 months or,
- (2) An approval letter from the Board of Investment of Thailand (BOI) issued within 3 months or,
- (3) An approval letter from the Industrial Estate Authority of Thailand (IEAT), issued within 3 months

**10. Additional Color Photograph(s) affixed to the application form**

(Only for the applicant from the listed countries below)

- Applicant with nationality of No. 1-28, please provide 3 application forms and 3 photographs
- Applicant with nationality of No. 29-30, please provide 4 application forms and 4 photographs

1. Afghanistan	2. Bangladesh	3. Egypt	4. North Korea
5. Libya	6. Palestine	7. Sudan	8. Yemen
9. Cameroon	10. Democratic Republic of the Congo	11. Republic of Congo	12. Equatorial Guinea
13. Guinea	14. Algeria	15. China	16. Iraq
17. Lebanon	18. Nepal	19. Pakistan	20. Sri Lanka
21. Syria	22. Ghana	23. Central African Republic	24. Somalia
25. Sao Tome and Principe	26. Liberia	27. Sierra Leone	28. Myanmar holding a Re-Entry Permit to Japan issued by the Ministry of Justice of Japan
29. Nigeria	30. Iran		

\* Visa processing time for certain nationals listed above is approximately 3-60 days

\* For Nigeria nationals, please submit all required documents, including a Certificate of Clearance, with the National Drug Law Enforcement Agency (NDLEA). In addition, this Certificate should be certified by the Ministry of Foreign Affairs of the Federal Republic of Nigeria and then by the Royal Thai Embassy in Abuja