

ROYAL THAI CONSULATE - GENERAL, KOLKATA
REQUISITE DOCUMENTS FOR TOURIST VISA

No.	REQUISITE DOCUMENTS FOR TOURIST VISA	YES	NO
1	Travel related Documents		
1.1	Passport or travel document with validity not less than 6 months with TWO BLANK PAGES.		
1.2	A complete Visa Application form with the original signature of the applicant.		
1.3	Two recent photographs (not older than 3 months) of applicant Size - 3.5x4.5cm, 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	A photocopy of the return confirmed travel ticket.		
1.5	Proof of residence in India (for non-Indian passport holders)		
1.6	Copy of last Thai visa (Sticker) and Thai Immigration stamp/remarks (if any)		
2	Accommodation		
2.1	Evidence of confirmed hotel/accommodation reservation in Thailand with address and contact number under applicant's name.		
2.2	If travel in group, must provide a cover letter stating all names with passport numbers, plan of travel, and place(s) to stay.		
2.3	If intended to stay with Thai relatives or Thai friends, must provide invitation letter along with copy of their ID / passport.		
2.4	In case the persons who provide accommodation are not Thai, must provide their copies of visa and work permit, valid at least six months along with a copy of passport.		
3	Proof of Adequate Finance		
	For Individual Tourist		
3.1	Bank statement of six months (must be original or attested by the bank) with equivalent minimum current balance to USD 700 per person or USD 1400 per family.		
3.2	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)		
	For Incentive Group		
3.3	Cover letter from both company and travel agency (typed with letter head) stating all names with passport numbers and its place of issue along with plan of travel and place(s) to stay for the incentive group, as well as stating the financial guarantee for USD 700 per person/20,000 Thai Baht for each individual traveler in the group.		
3.4	Company's bank statement attested by the bank and a photocopy of company's business registration attested by the Company.		
4	ADDITIONAL DOCUMENTS <i>(below documents are supplementary, while No. 1- 3 are mandatory)</i>		
4.1	Evidence of employment and regular/monthly income in India such as Income Tax Returns, Letter of Employment stating salary, Payment Slips, and Business License/Registration, etc.		

Please Note

- **Validity of the visa** denotes the time period during which the traveler can use the visa. **Period of stay (immigration stamp/ remark)** denotes the amount of time the traveler can stay in Thailand.
- **Visa Process takes at least 3 working days** from the date when the Royal Thai Consulate-General in Kolkata receives all required documents and fees.
- **The above guidelines are defined by Royal Thai Consulate General, Kolkata and must be strictly followed.** Visa Information and Application Centre will not accept visa applications which do not meet above specified guidelines. The documents must be arranged in the order given above.
- **Royal Thai Consulate-General, Kolkata reserves the right to ask for a Personal Interview or Additional Documents.**
- **The Royal Thai Consulate-General in Kolkata maintains full and exclusive competence** for visa application and granting process.
- If required additional documents/or an interview may be requested.
- Visa application fee is **non-refundable**.