

Public Handbook: Application for Extension of Stay in the Kingdom for a migrant worker (Nationality: Cambodia, Laos, Myanmar) who enters into the Kingdom to work under MoU on Labor Employment

Agency: Immigration Bureau, Royal Thai Police

Criteria, Procedures, Regulations, and Conditions (if any) for the application and approval

1. Have a valid passport.
2. Have been granted "NON L-A" visa.
3. Submit an Application for Extension of Temporary Stay in the Kingdom prior to the expiration date of previous visa. An alien can submit an application 45 days prior to the expiration date of previous visa.
4. In case it is found that an alien overstays the visa or does not submit an application to notify of staying longer than 90 days (90-day reporting), such alien will be fined first.
5. In case of authorizing someone to act on behalf, power of attorney or evidence is required.

Remark: An alien must contact an immigration checkpoint in the area where the alien resides. If there is no immigration checkpoint in that area, please contact the responsible immigration checkpoint. Please visit www.immigration.go.th for more information.

Service Channel

<p>Place of Service (Remark: (Service time is subject to the office hours of each immigration checkpoint.)) Please contact in person at a local immigration checkpoint.</p>	<p>Service time Monday to Friday (except official holidays), Time: 08.30 -16.30, (Have a lunch break.) Except for Bangkok, Service time: 10.30-18.30</p>
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Procedures, Time, and Responsible Section

Total Time: 30 minutes

No.	Procedures	Time	Responsible Section
1)	<p>Inspection of documents</p> <ol style="list-style-type: none"> 1. An officer receives an application. 2. An officer checks the documents. <p>(Remark: -)</p>	15 mins.	Immigration Division 1 and Immigration Division 3 - 6
2)	<p>Consideration</p> <ol style="list-style-type: none"> 1. Check the blacklist and consider the qualifications of an alien to be in accordance with the criteria and conditions. 2. Record the information in the Immigration Information System with a photo taken. 3. Receive a fee and issue a receipt. 4. An officer stamps a visa and signs. <p>(Remark: -)</p>	10 mins.	Immigration Division 1 and Immigration Division 3 - 6
3)	<p>Sign for approval / Committee's Resolutions</p> <ol style="list-style-type: none"> 1. Stamp a visa. 2. Return the passport. <p>(Remark: -)</p>	5 mins.	Immigration Division 1 and Immigration Division 3 - 6

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark -	-
2)	Application Form (TM.7) Original 1 copy Copy 0 Remark: (Photo Attached)	Immigration Bureau
3)	The Acknowledgement of Penalties for a Visa Overstay Original 1 copy Copy 0 Remark -	Immigration Bureau
4)	Work Permit or Receipt of Application for Work Permit from the Department of Employment Original 0 Copy 1 copy Remark -	Department of Employment
5)	Evidence of Employer 5.1 ID Card Original 0 Copy 1 copy 5.2 House Registration Original 0 Copy 1 copy and/or 5.3 Evidence proving company registration or a certificate of the company or partnership registration certified by the registrar within the previous six months Original 0 Copy 1 copy Remark In case of authorizing another person to submit an application, a power of attorney affixed with a 10-baht revenue stamp for authorizing a Thai national and a copy of the ID card of the grantor who certifies the documents are required.	Department of Provincial Administration Department of Provincial Administration

Fee

No.	Fee Details	Fee (Baht /Percentage)
1)	Fee (Remark: -)	1,900 baht

Complaint Channel / Service Suggestion

No.	Complaint/Suggestion
1)	Immigration Bureau (Remark: (507 Soi Suanplu, South Sathorn Road, Sathorn District, Bangkok 10120 / Hotline 1178 / P.O. Box 1178 Suanplu, Bangkok 10120))
2)	Local Immigration Checkpoint (Remark: -)

No.	Complaint/Suggestion
3)	Center of Public Service, Office of the Permanent Secretary, The Prime Minister's Office (Remark: (1 Phitsanulok Road, Dusit District, Bangkok 10300 / Hotline: 1111/ www.1111.go.th / P.O. Box 1111 Phitsanulok Road, Dusit District, Bangkok 10300))

Application Form, Sample, and Instruction for filling out the form

No.	Application Form
1)	Application Form (TM.7) APPLICATION FOR EXTENSION OF TEMPORARY STAY IN THE KINGDOM
2)	The Acknowledgement of Penalties for a Visa Overstay (Remark: -)

Remark-

Backend.info.go.th
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