

## Public Handbook: Application for Extension of Stay for an alien who has been granted permission to temporarily stay in the Kingdom in accordance with the Order of Royal Thai Police no.327/2557 dated 30 June 2014 regarding Criteria and Conditions for Consideration of an Alien's Application for a Temporary Stay in the Kingdom

2.20 In the case of being a family member of an alien permitted a temporary stay in the Kingdom under the criterion 2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 2.10, 2.12, 2.13, 2.14, 2.15, 2.16, 2.17, 2.21, 2.22, 2.26, 2.27, 2.29 or 2.32 of this order or Section 34(1), (2) and (7), including a family of an alien granted Non-Immigrant Visa with the additional letter "A" attached to visa category (applicable only to father, mother, spouse (male-female), child, adopted child, or spouse's child), except for Non-Immigrant Visa code L-A

**Agency:** Immigration Bureau, Royal Thai Police

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

An alien must have all the qualifications in accordance with the Order of Royal Thai Police no.327/2557 dated 30 June 2014 regarding Criteria and Conditions for Consideration of an Alien's Application for a Temporary Stay in the Kingdom and its additional amendments.

According to the handbook, service time will start after an officer who received an application has inspected that all required documents are completed as indicated in the handbook.

Remark: An alien must contact an immigration checkpoint in the area where the alien (the main visa holder) submits an application of an extension. If there is no immigration checkpoint in that area, please contact the responsible immigration checkpoint. Please visit [www.immigration.go.th](http://www.immigration.go.th) for more information.

### Service Channel

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

**Total Time:** 60 minutes

No.	Procedures	Time	Responsible Section
1)	<b>Inspection of documents</b> 1. An officer receives an application. 2. An officer checks the documents and records the information in the Immigration Information System with a photo taken. (Immigration Bureau continuously arranges the knowledge development for immigration officers.) 3. Receive a fee and issue a receipt. (Remark: -)	60 mins.	Immigration Division 1 and Immigration Division 3 - 6
2)	<b>Consideration</b> Consider the qualifications of an alien to be in accordance with the criteria and conditions and seek for supplementary evidence for consideration. (Remark: -)		Immigration Division 1 and Immigration Division 3 - 6
3)	<b>Sign for approval / Committee's Resolutions</b> 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1 and Immigration Division 3 - 6

### List of Required Documents

No.	Documents and Details	Authority
1)	<b>Passport</b> <b>Original</b> 1 copy <b>Copy</b> 1 copy <b>Remark</b> -	-
2)	<b>Working Permit</b> <b>Original</b> 0 <b>Copy</b> 0 <b>Remark</b> -	Department of Employment
3)	<b>Application Form (TM.7)</b> <b>Original</b> 1 copy <b>Copy</b> 0 <b>Remark:</b> (Photo Attached)	Immigration Bureau
4)	<b>The Acknowledgement of Penalties for a Visa Overstay</b> <b>Original</b> 1 copy <b>Copy</b> 0 <b>Remark</b> -	Immigration Bureau
5)	<p>1) Copy of an applicant's passport</p> <p>2) Copy of documents proving relationships, such as a marriage certificate, birth certificate, registration of child legitimization, household registration certificate, child adoption registration certificate, or other evidence from the government or relevant agency</p> <p>3) In the case of a child, adopted child or spouse's child is over 20 years of age and unable to carry on usual life alone because of illness or disability, and in need of a father or mother's support, a letter of confirmation and request for a temporary stay issued by a physician from the hospital or relevant state medical institute is required</p> <p>4) In the case of a family of alien permitted a temporary stay in the kingdom according to criterion 2.27, a letter of confirmation and request for a temporary stay issued by a government agency of departmental level or equivalent or the head of state enterprise or the head of other relevant state agencies or a police official whose level is equivalent to or higher than divisional level or a military official of command unit under the Ministry of Defense, Royal Thai Armed Forces Headquarters, Royal Thai Army, Royal Thai Navy or Royal Thai Air Force who is a Major General, Rear Admiral, Air Force Marshal or a relevant official with a higher rank or issued by an embassy or consulate or international organization is required</p> <p>5) In the case of a family of alien permitted a temporary stay in the kingdom according to the criterion 2.32, a letter of confirmation and request for a temporary stay issued by the head of the organization who is the employer of alien permitted to temporarily stay under the criterion 2.32 and a letter of confirmation issued by the Sports Authority of Thailand are required</p>	

### Fee

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

**Complaint Channel / Service Suggestion**

<b>No.</b>	<b>Complaint/Suggestion</b>
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: -)
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**

<b>No.</b>	<b>Application Form</b>
1)	Application Form (TM.7) APPLICATION FOR EXTENSION OF TEMPORARY STAY IN THE KINGDOM (Remark: -)

**Remark-**