

Public Handbook: Application for Extension of Stay in the Kingdom for an alien with the status in accordance with Section 15 of Immigration Act B.E.2522

(1) A person on diplomatic missions dispatched by the Government of a foreign country to perform duties in the Kingdom or who is traveling through the Kingdom to perform duties in another country

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (1) Person on diplomatic missions dispatched by the Government of a foreign country to perform duties in the Kingdom or who is traveling through the Kingdom to perform duties in another country

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.

Service Channel

Place of Service Immigration Division 1	Service time 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: 40 minutes

No.	Procedures	Time	Responsible Section
1)	Inspection of documents 1. An officer receives an application. 2. An officer checks the documents and records the information in the Immigration Information System. (Immigration Bureau continuously arranges the knowledge development for immigration officers.) (Remark: -)	40 mins.	Immigration Division 1
2)	Consideration Consider the qualifications of an alien to be in accordance with the criteria and conditions and and seek for supplementary evidence for consideration. (Remark: -)		Immigration Division 1
3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark (Certified by an alien)	-
2)	Letter of Certification from Ministry of Foreign Affairs or Relevant Authority or equivalent Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs / Relevant Authority

Fee

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

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)	Immigration Division 1 (Remark: (Government Complex (Rattaprasasana Phakdi Building), Chaeng Wattana Road, Thung Song Hong Subdistrict, Lak Si District, Bangkok 10210))
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))

Remark-

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(2) Consular party and its employees dispatched by the Government of a foreign country to perform duties in the Kingdom or who is traveling through the Kingdom to perform duties in another country

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (2) Consular party and its employees dispatched by the Government of a foreign country to perform duties in the Kingdom or who is traveling through the Kingdom to perform duties in another country

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.

Service Channel

Place of Service Immigration Division 1	Service time 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: 40 minutes

No.	Procedures	Time	Responsible Section
1)	Inspection of documents 1. An officer receives an application. 2. An officer checks the documents and records the information in the Immigration Information System. (Immigration Bureau continuously arranges the knowledge development for immigration officers.) (Remark: -)	40 mins.	Immigration Division 1
2)	Consideration 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
3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark (Certified by an alien)	-
2)	Letter of Certification from Ministry of Foreign Affairs Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs

Fee

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

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)	Immigration Division 1 (Remark: (Government Complex (Ratthaprasasana Phakdi Building), Chaeng Wattana Road, Thung Song Hong Subdistrict, Lak Si District, Bangkok 10210))
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Remark-

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(3) A person whom the foreign Government has dispatched to perform duties or missions in the Kingdom with the approval of the Government of Thailand

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (3) A person whom the foreign Government has dispatched to perform duties or missions in the Kingdom with the approval of the Government of Thailand

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.

Service Channel

Place of Service Immigration Division 1	Service time 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: 40 minutes

No.	Procedures	Time	Responsible Section
1)	Inspection of documents 1. An officer receives an application. 2. An officer checks the documents and records the information in the Immigration Information System. (Immigration Bureau continuously arranges the knowledge development for immigration officers.) (Remark: -)	40 mins.	Immigration Division 1
2)	Consideration 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
3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark (Certified by an alien)	-
2)	Letter of Certification from Ministry of Foreign Affairs or Relevant Authority or equivalent Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs / Relevant Authority

Fee

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

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))
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Remark-

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(4) A person performing duties or missions in the Kingdom for the Government of Thailand in accordance with the Agreement made by the Government of Thailand with the Government of foreign country

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (4) A person performing duties or missions in the Kingdom for the Government of Thailand in accordance with the Agreement made by the Government of Thailand with the Government of foreign country.

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.

Service Channel

Place of Service Immigration Division 1	Service time 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: 40 minutes

No.	Procedures	Time	Responsible Section
1)	Inspection of documents 1. An officer receives an application. 2. An officer checks the documents and records the information in the Immigration Information System. (Immigration Bureau continuously arranges the knowledge development for immigration officers.) (Remark: -)	40 mins.	Immigration Division 1
2)	Consideration 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
3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark (Certified by an alien)	-
2)	Letter of Certification from Ministry of Foreign Affairs or Relevant Authority or equivalent Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs / Relevant Authority

No.	Documents and Details	Authority
3)	Agreement made by the Government of Thailand with the Government of foreign Country Original 0 Copy 1 copy Remark -	-

Fee

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

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))
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Remark-

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(5) Chief officer of the office of international organization or department performing duties in Thailand which is protected by Thai laws or which the Government of Thailand has given approval, including a staff member, specialist, or another person who is appointed or assigned by such organization or department to perform duties or missions in the Kingdom for such organization or department or for the Government of Thailand under the Agreement made by the Government of Thailand with such international organization or department

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (5) Chief officer of the office of international organization or department performing duties in Thailand which is protected by Thai laws or which the Government of Thailand has given approval, including a staff member, specialist, or another person who is appointed or assigned by such organization or department to perform duties or missions in the Kingdom for such organization or department or for the Government of Thailand under the Agreement made by the Government of Thailand with such international organization or department

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.

Service Channel

Place of Service Immigration Division 1	Service time 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: 40 minutes

No.	Procedures	Time	Responsible Section
1)	Inspection of documents 1. An officer receives an application. 2. An officer checks the documents and records the information in the Immigration Information System. (Immigration Bureau continuously arranges the knowledge development for immigration officers.) (Remark: -)	40 mins.	Immigration Division 1
2)	Consideration 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
3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark (Certified by an alien)	-
2)	Letter of Certification from Ministry of Foreign Affairs or Relevant Authority or equivalent Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs / Relevant Authority

Fee

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Remark-

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(6) Spouse or children under patronage or being a part of the household of an alien with the status in accordance with Section 15 (1) (2) (3) (4) or (5) of Immigration Act B.E.2522

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (6) Spouse or children under patronage or being a part of the household of an alien with the status in accordance with Section 15 (1) (2) (3) (4) or (5) of Immigration Act B.E.2522

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.

Service Channel

Place of Service Immigration Division 1	Service time 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: 40 minutes

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3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

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2)	Letter of Certification from Ministry of Foreign Affairs or Relevant Authority or equivalent Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs / Relevant Authority

Fee

No.	Fee Details	Fee (Baht / Percentage)
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Complaint Channel / Service Suggestion

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Remark-

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(7) Private servant traveling from a foreign country to work regularly at the residence of the person under Section 15(1) of Immigration Act B.E.2522 or any person with privileged status equivalent to that of the person with diplomatic position in accordance with the agreement that the Government of Thailand has made with the foreign Government or International Organization or Department

Agency: Immigration Bureau, Royal Thai Police

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

An alien with the status in accordance with Section 15 of Immigration Act B.E.2522, in case of (7) Private servant traveling from a foreign country to work regularly at the residence of the person under Section 15(1) of Immigration Act B.E.2522 or any person with privileged status equivalent to that of the person with diplomatic position in accordance with the agreement that the Government of Thailand has made with the foreign Government or International Organization or Department

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.

Service Channel

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Procedures, Time, and Responsible Section

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2)	Consideration 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
3)	Sign for approval / Committee's Resolutions 1. An officer stamps a visa and signs. 2. Return the passport. (Remark: -)		Immigration Division 1

List of Required Documents

No.	Documents and Details	Authority
1)	Passport Original 1 copy Copy 1 copy Remark (Certified by an alien)	-

No.	Documents and Details	Authority
2)	Letter of Certification from Ministry of Foreign Affairs Original 1 copy Copy 0 Remark -	Ministry of Foreign Affairs

Fee

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

Complaint Channel / Service Suggestion

No.	Complaint/Suggestion
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Remark-