

## **Non-Immigrant O Visa (For Spouse or Dependents of Foreigners Legally Working in Thailand)**

<b>Purpose of Entry</b>	To stay or to visit family who is a foreigner legally working in Thailand	<b>Number of Entry</b>	Single Entry (1 time of entry)
<b>Term of Validity</b>	3 months	<b>Duration of Stay</b>	90 days
<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 Embassy in Tokyo reserves the right to request additional documents as deemed necessary and reserves the right to reject an application without providing any reasons</li><li>● <b>Fraud or misrepresentation or inappropriate behaviors (bad manner) can result in permanent visa ineligibility</b></li></ul>		

### **Required Documents**

#### **1. Passport and a copy of passport photo page**

- Passport with validity not less than 6 months
- At least 2 blank pages left
- One copy of passport photo page

#### **2. Visa Application Form**

- One Visa Application Form completely filled out and signed as the same as the applicant's passport signature  
(downloadable at <https://site.thaiembassy.jp/upload/pdf/about-visa-visaN.pdf>)

#### **3. One Photograph**

- Size 3.5 cm × 4.5 cm
- Colour photograph taken within the last 3 months
- Attach the photograph to the Visa Application Form
- Note that the number of photographs required depending on the applicant's nationality, please check the **Additional Required Documents for Non-Japanese Applicants** below

#### 4. Personal History

- One Personal History completely filled out and signed as the same as the applicant's passport signature  
(downloadable at <https://site.thaiembassy.jp/upload/pdf/about-visa-personalhistory.pdf>)

#### 5. Invitation Letter issued by 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 letter head and must include company's address and contact details
- Must address to "Visa Section of the Royal Thai Embassy, Tokyo"
- Must contain the applicant's name / name of foreigner legally working in Thailand / relationship between the applicant and the foreigner legally working in Thailand / purpose of stay / date of entry / length of stay and type of visa
- Must sign 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 that a signature of 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
  - ✂ In case that the company's registration issued by the Ministry of Commerce of Thailand has authorized signatories more than one people, the signer(s) must be a different authorized person of the applicant's family

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

- Must be issued within 6 months

#### 7. 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 letter head and must include company's address and contact details
- Must address to "Visa Section of the Royal Thai Embassy, Tokyo"
- Must contain the applicant's name / name of foreigner legally working in Thailand / relationship between the applicant and the foreigner legally working in Thailand / purpose of stay / date of entry / length of stay and type of visa
- Must sign by the authorized person(s) (electronic signature is not acceptable) whose name(s) listed in the company's registration and must include company seal

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

**Guarantee Letter** (downloadable at <https://site.thaiembassy.jp/upload/iblock/4ef/guarantee.pdf>)

- A guarantor must be twenty (20) years of age or older, must be able to confirm the applicant's personal attributes. A guarantor must be available to be contacted by the Embassy and must not be a person who will accompany the applicant to Thailand

- A guarantor who are not Japanese national must provide a copy of passport and residence card (legally residing in Japan with permanent residence)
- In the English Guarantee Letter, a guarantor must sign as the same as the guarantor's identification document signature
- Japanese guarantor who prefers to use driver license, please sign as the same as signature in the guarantor letter on the copy of driver license

**8. One copy of confirmed airline ticket paid in full or ticket reservation confirmation of the spouse and dependents**

- 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
- Note that the required documents related to airline ticket depending on the applicant's nationality, please check the **Additional Required Documents for Non-Japanese Applicants** below

**9. One set of original official documents proving family relationship with the foreigner legally working in Thailand**

- For Japanese national, must submit the original family registration certificate of Japan (KOSEKITOHON) and must be issued within 3 months
- For non-Japanese national legally working in Thailand and his/her non-Japanese family members, must submit one copy of marriage certificate or birth certificate of the country of origin and must submit its English translation

**10. One copy of every pages with Stay Permit/Re-Entry Permit stamps in the passport of the foreigner legally working in Thailand**

- Must submit all Stay Permit/Re-Entry Permit stamps in the passport of the foreigner legally working in Thailand and such Stay Permit/Re-Entry Permit must be valid for not less than 3 months

**11. One copy of the foreigner legally working in Thailand's valid Work Permit in all pages including the Work Permit which is still valid for not less than 3 months**

**12. In case that the foreigners wishing to legally working in Thailand and wish to travel together with their spouse and dependents, please note the following:**

- Not required to submit the Document 10-11
- Must submit the visa applications on the same day
- Must travel to Thailand together on the same day
- Must submit one copy of confirmed airline ticket paid in full or ticket reservation confirmation of the foreigners wishing to legally working in Thailand

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

**13. One copy of residence card or certificate of alien registration**

- (On the applying 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

**14. The original company's registration issued by the Ministry of Justice of Japan (Only the listed countries below)**

- Must be issued within 6 months

**15. One copy of electronic ticket (e-ticket) or confirmed airline ticket paid in full (Only for the applicant from the listed countries below)**

- The electronic ticket (e-ticket) or confirmed airline ticket paid in full must be issued by airline only and must contain the applicant's name, flight numbers, date of arrival and date of departure  
(ticket reservation confirmation issued by travel agency is not acceptable)

**16. Additional Photograph(s) (Only for the applicant from the listed countries below)**

- Applicant with nationality of No. 1-28, please provide 3 photographs
- Applicant with nationality of No. 29-30, please provide 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 10-60 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

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