

ACTUAL EXAMPLE (Q1 2017) of documents required and process for a long-term Thailand-based senior business executive to renew visa and work permit for self and wife. In this case a professional firm has been engaged to assist. The professional firm has prepared the time table and documents required. Their fees are noted.

Total documentation submitted for this purpose in 2016 was advised to be 233 A4 pages.

For the period of 20 years in Thailand there have been over 20 copies certified by the foreign Embassy of his and his wife’s marriage certificate.

The person concerned notes that he first arrived in Thailand 35 years ago to work and in his various official positions he has had a number of meetings with Thai officials to discuss “ease of doing business”. He notes that even with OSOS and a very limited number of ad hoc on-line processes (which in this case have no material impact), as far as visa and work permit there have been no material progress in these 35 years.

Whilst OSOS for some has been an improvement new requirements have had the effect that the inefficiency, waste of time and money and unnecessary documentation have expanded.

He believes this is not only costly and inconvenient for all but continues to harm Thailand’s reputation as a place to do business.

The work permit and visa area does not seem to be addressed and continues to impact Thailand ‘ease of doing business’

Tentative Date	Action to be taken
Within 7 Apr 2017	<p>The company to provide the following requested documents:</p> <p>Documents required for visa and work permit applications;</p> <p>Personal documents</p> <ol style="list-style-type: none"> 1. Copy of annual his personal income tax return (PND 91) for the year 2016 & its receipt <p>Corporate documents</p> <ol style="list-style-type: none"> 1. Copy of form for submission of finance statement (SorBorChor 3) for the year 2015 (certified by the DBD) 2. Copy of latest monthly income tax return (PND 1 for Mar 2017) and its receipt 3. Copy of list of shareholder (Bor Or Jor 5) certified by DBD not more than 6 months 5. Six (6) pictures of company (update) <ul style="list-style-type: none"> - External photograph showing the building , the NO and sign of the company name - Interior photograph showing Mr X. and 4 Thai staffs are working.
Within 21 Apr 2017	<p>Prepare the relevant documents and send to you for Mr X., his wife and General Manager signature together stamp the company’s seal</p>

Within 3 May 2017	<p>The Company returns the signed documents together with the following documents</p> <p>Personal documents of Mr X. and his wife:</p> <ol style="list-style-type: none"> 1. Three (3) photographs of each person, for size 4x6 cm, front view and white background, head uncovered of the applicant taken no older than 6 months 2. Copy of your annual personal income tax return (PND 91) for the year 2016 & its receipt (certified by Revenue Department "RD") 3. Original local medical certificate from a first class physician in Thailand, issued no longer than 6 months, verifying that the applicant has not been infected or received the 6 diseases; (that are, (1) Leprosy (2) Tuberculosis (3) Drug Addiction (4) Alcoholism (5) Elephantiasis (6) Tertiary Syphilis). 4. The original of his passport, departure card (TM. 6) and work permit 5. The original of his wife passport and departure card (TM. 6) 6. The original of marriage certificate certified by Embassy <p>Company Documents</p> <ol style="list-style-type: none"> 1. Form for submission of finance statement (SorBorChor 3) for the year 2015 (certified by the DBD) 2. The audited Financial statement for the year of 2015 (certified by RD of DBD) 3. The Corporate income tax return (PND 50) year of 2015 (certified by Revenue Department ("RD")) 4. Copy of latest monthly social security contribution (SorPorSor 1-10 for Mar 2017) and its original receipt 5. Copy of latest monthly income tax return (PND 1 for Mar <u>or</u> Apr 2017 and its receipt (certified by RD) 6. Copy of VAT return latest monthly (PP.30 for Mar 2017) and its receipt (certified by RD) 7. List of shareholder (Bor Or Jor 5) certified by DBD not more than 6 months 8. Affidavit of the company certified by (DBD) not more than 6 months 9. Cash in the total amount of THB 14,500, as the details below <ul style="list-style-type: none"> • Visa extension 1,900@2 • Re-entry permit for multiple trip 3,800@2 • Work permit renewal for one year 3,100
Within 5 May 2017	<p>Mr X., his wife and our staff [from the professional services firm go to the One Stop Services Center to renew submit his work permit renewal and visa extension applications.</p> <p>We will send the email to confirm the appointment with him later.</p>

Professional fees for work permit and visa services:-

Scope of services	Fee (Baht per person)
Work Permit and Visa Extension - Renewal	26,000 (per renewal)
Verify the tax and the other supporting documents from the Revenue department and DBD	3,000 (per application) (if any)
Notification of 90 days stay in Thailand	1,000 (per applicant) *if any

For additional family members, a fee of Baht 5,000 per person will be charged in addition to the above fees. Actual out pocket expense, government fees and VAT will be charged on top of the fee.