

## DOCUMENTS REQUIRED

### Group Travel Visa:

1. Passport or travel document with validity not less than 6 months and 5 days from the time of application
2. One set of passport photocopy page 1-5 (information page for Machine Readable Passport) & renewal page, correction page & last Thai visa page (if any)
3. Visa application form completely filled in with original signature.
4. 1 recent passport sized photograph ( not exceeding 6 month) of the applicant. (frontal view, without dark glasses & head gear except for religious purpose .)
5. Updated bank statement for the last 6 months in original (20,000 Baht per person and 40,000 Baht per family) with solvency certificate from concerned bank. In case of company bank statement, trade license (original notarized English translated and photocopy of the original) have to be attached.
6. Letter from company organizing the tour with the following details (which will be attached with main set of documents)
  - a. Introduction of the company.
  - b. Number of people travelling.
  - c. Purpose of visit & how they are qualifying for the tour in case it is an incentive/promotional tour.
  - d. Guarantee that all passengers will maintain a good behavior while their stay in Thailand and will return to Bangladesh after the completion of the tour.
  - e. Who will bear expenses.
  - f. Travel date with time, flight no., arrival date & time in Thailand. The address of Thailand, period of staying with departure date, time, flight details. The places to be visited need to mention in the letter too.
7. The consent letter from company chairman/managing director as company's bank statement being used and assigned person's name and designation will have to be authorized too as the person will be signatory.
8. The authorized signatory might be called to deposit his signature at the Royal Thai Embassy. All first timers might be called for interview. The date and time of appointment will be fixed after submission of application.
9. Detailed itenary with flight timings & hotel names.
10. Last 6 month's personal original bank statement and Solvency certificate of every single applicant. In case of company bank statement, trade license of same company to be attached.

11. Individual office letter from their concern branch office and trade license (photocopy of original trade license and original of English translated and notarized copy) if applicant is businessman.
12. List of applicants with date of birth, passport number & designation on the letter heads of the company ^ all pages to be signed by the authorized signatory.
13. Work document – e.g. office letter, office ID card (attested by the concerned authority), invitation letter if it is non immigrant category.
14. Hotel reservation voucher on the hotel's letter head pad.
15. Trade license of tour operating organization ( English translated and notarized)
16. Authorized signatory of the letter will be the local guarantor of all applicants in the
17. A complete travel plan.
18. Photocopy of air ticket/printout of the booking.

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Revised Measures for Travellers to Enter Thailand from 9 January 2023:

- Travellers of 18 years old and above are required to provide a proof of full COVID-19 vaccination or proof of COVID-19 recovery (NOT more than 6 months) or in case of unvaccinated/partially vaccinated travellers, a letter from a doctor providing reasons. Travellers of 18 years old and above without the aforementioned proofs are subject to ATK test at the port of arrival in Thailand.

- Travellers transiting or transferring in Thailand (less than 12 hours) are NOT required to provide a proof of full COVID-19 vaccination or proof of COVID-19 recovery or letter from a doctor.

- Travellers who will return to their home countries or travel to another country where a negative COVID