

# Working Holiday Visa

## Instructions for Thailand-Australia Work and Holiday Visas

Starting from 12 September 2005, Australians aged between 18-30 years wishing to travel to and work temporarily in Thailand can apply for a Thailand-Australia Work and Holiday Visa. The following information is provided for the Australian applicants of the Scheme :

### 1. Requirements

- 1.1. Must be an Australian national currently residing in Australia;
- 1.2. Must be aged between 18-30 years inclusive at the time of application and not accompanied by children or dependents;
- 1.3. Have tertiary qualifications (full time courses with at least 3 years of study);
- 1.4. Have a valid Australian passport (valid for at least 6 months);
- 1.5. Have a return ticket or sufficient funds to purchase the ticket;
- 1.6. Have sufficient funds of at least AUD 5,000 for living expense in Thailand;
- 1.7. Must be in good health and hold a medical and comprehensive health insurance that remains in force throughout the stay in Thailand

### 2. How to apply for the Work and Holiday Visa?

- 2.1. The application for the Work and Holiday Visa Scheme can be submitted in person or by mail to :

#### **The Royal Thai Embassy Canberra,**

111 Empire Circuit, Yarralumla, ACT 2600,

Tel. (02) 6206-0100 Fax. (02) 6206-0123

E-mail: [thaiconsularcanberra@hotmail.com](mailto:thaiconsularcanberra@hotmail.com)

Website: <http://canberra.thaiembassy.org>

Office hours: Monday-Friday 09.30 am-12.30 pm ( *except Australian and Thai public holidays* )

OR at

#### **The Royal Thai Consulate-General Sydney,**

Level 8,131 Macquarie Street, Sydney, NSW 2000,

Tel. (61-2) 9241-2542 to 3

Fax. (61-2) 9247-8312

E-mail : [thaisydney@thaiconsulatesydney.org](mailto:thaisydney@thaiconsulatesydney.org)

Website: <http://www.thaiconsulatesydney.org>

Office hours: Monday-Friday 09.30 am-1.00 pm and 2.00 pm to 3.00 pm( *except Australian and Thai public holidays* )

2.2. There are four application forms to be completed and signed;

1. Two Working Holiday Scheme Application forms and
2. Two Visa Application forms

2.3. Documents required

1. Fully completed and signed of two Working Holiday Scheme Application forms and two Visa Application forms
2. Certificate or transcript of tertiary education
3. Passport (valid for at least 6 months)
4. Bank statement of evidence of sufficient fund for living expense with minimum requirement of AUD 5,000
5. Chest X-ray and medical examination approved by a doctor not longer than 3 months. \*\*\* Do not submit X-Ray film, only the doctor's report. \*\*\*
6. Four recent photos

### **3. Issuance of visa**

1. The eligible applicants will be issued a multiple entry Non-Immigrant Visa Type B- A valid for 1 year.
2. The visa must be utilized within 3 months from date of issue.
3. Permission of stay will be given at the immigration checkpoint in Thailand.

**4. Visa Fee** (*subject to change* ) is AUD 275

The Australian participants who obtain the Working Holiday Visa can reside, holiday and work temporarily in Thailand. However, they are not allowed to work with the same employer for longer than 3 months.

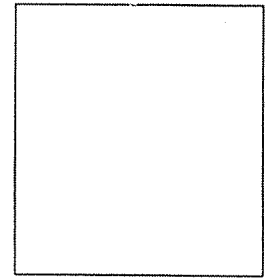
### **5. Addition information**

The participants of the Scheme must comply with the law and regulations of the Kingdom of Thailand and are not allowed to engage in restricted occupations or any illegal employment against the purpose of the scheme.

The participants are subject to the personal income tax in compliance with the Regulation of the Revenue Department Codes of Thailand.

### **6. Processing time**

The Immigration Office of Thailand, upon receiving the applications, will make decision on the issuance of the visa within 2 months.



Application for a Thailand Working Holiday Scheme

Name of Scheme

Work and Holiday Visas Thailand-Australia

- 1. Mr./Mrs./Ms./Miss..... Given name Family name
2. Gender Male Female
3. Nationality.....
4. Birth place .....
5. Date/month/year of birth ..... Age .....
6. Education.....
7. Marital status Single Married Separated Divorced Widowed
8. Occupation.....
9. Mailing address.....
10. Permanent address..... (If different from mailing address)
11. Tel:..... Mobile phone:.....
12. Passport No.....
13. Issued at.....
14. Date of issue.....
15. Date of expiry.....
16. Name and address of reference in Australia.....
17. Address in Thailand.....
18. Guarantor or reference in Thailand (If any).....
19. Additional submitted documents
Certificate or transcript of tertiary education
Bank statement or evidence of sufficient fund for living expense with minimum requirement of AUD 5,000
Medical examination and Chest X-ray approved by doctor not longer than 3 months
Other: .....

I hereby declare that the above mentioned statements are true and accurate.

Signature.....

Date.....



# Royal Thai Embassy, Canberra

111 Empire Circuit, Yarralumla, ACT 2600

# A FORM

Attach a passport size photo  
in white background  
taken within last 6 months  
without glasses or headgear  
(photocopy not acceptable)

**PLEASE USE FORM B for nationals of:** Afghanistan, Algeria, Bangladesh, Cameroon, Central African Republic, China, Congo, Egypt, Equatorial Guinea, Ghana, Guinea, India, Iran, Iraq, North Korea, Lebanon, Liberia, Libya, Nepal, Nigeria, Pakistan, Palestine, Sao Tome and Principe, Sierra Leone, Somalia, Sri Lanka, Sudan, Syria, and Yemen

PLEASE COMPLETE DETAILS CLEARLY IN BLACK OR BLUE INK

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### PART A : GENERAL INFORMATION

#### 1 Name as shown in your passport or travel document

Family name / Surname

Given name / First name

Middle name (if applicable)

Former name (if applicable)

#### 2 Sex Male Female

#### 3 Marital status Never married Married Others

#### 4 Nationality at present

#### 5 Nationality at birth

#### 6 Date of birth (DD/MM/YYYY)

#### 7 Place of birth (City & Country)

#### 8 What type of travel documents do you hold?

Passport  Temporary / Emergency Passport  Travel Document

Document No.

Date of issue (DD/MM/YYYY)

Date of expiry (DD/MM/YYYY)

Country of issue

#### 9 What is your current address in Australia?

Unit / Street Number

Suburb / City  State

Postcode  Home Phone

Mobile Phone Number

E-mail

#### 10 What is your permanent address? (if different from above)

Unit / Street Number

Suburb / City  State

Postcode  Phone Number

#### 11 What is your current occupation / profession?

#### 12 Who is your current employer / institution?

### PART B : PURPOSE OF VISIT TO THAILAND

13 Date of arrival in Thailand (required)  /  /

#### 14 What is your purpose of visiting?

TOURIST (stay up to 60 days per entry)

Single entry (AUD\$55)  Multiple entry (AUD\$275)

For holiday purposes including Property-owning, Non-Educational (such as Boxing, Cooking, Scuba Diving, Yoga, Massage, Culture Learning, etc)

▶ Note: Tourist visa can be extended only once up to 30 days in Thailand

TRANSIT (stay up to 30 days per entry)

Single entry (AUD\$45)  Double entry (AUD\$90)

(Required air ticket in and out of Thailand to the third country of destination)

NON-IMMIGRANT (stay up to 90 days per entry)

Single entry (AUD\$110)  Multiple entry (AUD\$275)

Business (conference, seminar, workshop, training, internship, etc)

Educational (study, conference, seminar, workshop, etc)

Employment  Thai national visiting Thailand

Retirement  Spouse / Family visit

Working Holiday  Volunteer / NGO (single entry only)

DIPLOMATIC / OFFICIAL / COURTESY VISIT

\*\*\* Required: Visa fee in Money Order, payable to Royal Thai Embassy

#### REMARK FOR TOURSIT AND TRANSIT VISA

1. The validity of visa is 3 months for Single Entry and 6 months for Multiple Entry as shown on ENTER BEFORE date on the visa. You must enter Thailand before this date.

2. Period of stay will be determined by the Immigration Officers at the immigration checkpoints upon arrival in Thailand.

#### CONDITIONS AND DECLARATIONS

**CONDITIONS:** 1. Each Application is considered on its individual merit and may be rejected without any reason provided. 2. Visa processing fee is non-refundable.

3. Consular officers may request additional documents as deemed necessary.

**DECLARATIONS:** I have read and agreed to the above conditions. The information I have given is true, correct and complete to the best of my knowledge.

Signature of applicant

Date/Month/Year

CONTINUE PART C  
TURN TO NEXT PAGE

#### OFFICIAL USE ONLY

Visa fee   
AUS \$

Visa   
Number

Reference Number   
Date of Issue

Type of visa:  Tourist  Transit  Non-Immigrant  Diplomatic  Official  Courtesy

Number of entries:  Single  Double  Multiple

Authorised signature

**GENERAL DOCUMENTS FOR ALL VISA APPLICANTS (Including TOURIST and TRANSIT VISA)**

FORM

- ORIGINAL PASSPORT (TRAVEL DOCUMENT or TEMPORARY / EMERGENCY PASSPORT) validity at least 6 months before enter to Thailand **AND**
- A PHOTOCOPY OF BIOGRAPHIC OR PERSONAL INFORMATION PAGE(S) OF PASSPORT **AND**
- ONE PASSPORT SIZE PHOTO(3.5cm x 4.5cm) taken within 6 months without wearing glasses or headgear (photocopy is not accepted) **AND**
- A PROOF OF AUSTRALIAN ELECTRONIC VISA is required, if you are not an Australian citizen. **AND**
- A PHOTOCOPY OF AIRLINE TICKET OR TRAVEL INTINERARY confirming date of arrival and departure. If applying for Multiple Entry Tourist VISA,
- A INTINERARY or PERSONAL STATEMENT showing the date of SECOND ENTRY and A BANK STATEMENT or evidence of adequate finances in the past six months with a minimum balance of \$8,000.00 AUD **AND**
- A MONEY ORDER, payable to ROYAL THAI EMBASSY **AND** SELF-ADDRESSED RETURN ENVELOPE (if submitting the application by mail)

**A****:: CONSULAR OFFICERS RESERVE THE RIGHTS TO REQUEST ADDITIONAL DOCUMENTS AS DEEMED NECESSARY ::****ADDITIONAL DOCUMENTS REQUIRED FOR DIFFERENT PURPOSES OF VISIT****▶ BUSINESS SINGLE ENTRY (business trip, conference, seminar, workshop, training, internship, etc)**

- AN INVITATION LETTER from concerned company/organisation in Thailand stating purpose of visit **AND**
- A LETTER FROM EMPLOYER stating applicant's position, salary, length of employment and purpose of visit (if sole trader please provide a copy of ABN Certificate)
- ⇒ **Additional documents required for business multiple entries:**
  - Same documents as required for BUSINESS SINGLE ENTRY
  - A photocopy of concerned company/organisation's registration or license in Thailand
  - Copies of corporate documents of company in Thailand as follow: 1) list of shareholders 2) company profile 3) balance sheet, statement of Income Tax and 4) location map of the company in Thailand.
  - Work Permit or Letter of Approval from Ministry of Labour of Thailand

**▶ EMPLOYMENT / EMPLOYMENT for TEACHER IN PRIVATE SCHOOL**

- A letter of acceptance from employer in Thailand stating applicant's position, salary and length of employment
- BOTH photocopy of the applicant's work contract **AND** photocopy of employer's business registration or license in Thailand
- ▶ **Additional documents required for multiple entry is** an original and a photocopy of a VALID WORK PERMIT in Thailand
- ▶ **Additional documents required for TEACHER IN PRIVATE SCHOOL**
  - Letter of approval from the Office of the Private Education Commission or the Office of the Basic Education Commission
  - BOTH Applicant's resume **AND** photocopy of evidence of educational qualification such as certificated of education or teaching certificates

**▶ EDUCATIONAL IN PRIVATE SCHOOL / INSTITUTE**

- Approved letter from Office of the Private Education Commission
- BOTH acceptance letter from school stating clearly your study details, length of study **AND** photocopy of school profile (details of school operation)
- BOTH photocopy of school licence **AND** photocopy of principle licence

**▶ VOLUNTEER OR NGO (SINGLE ENTRY ONLY)**

- Acceptance letter from concerned organization (actual place) in Thailand indicating position, qualification, responsibilities and period of stay in Thailand
- A photocopy of an organization's registration or licence
- A photocopy of ID card of the person who signed the letter (Thai ID Card or a copy of Passport with a proof of residence in Thailand; Valid Thai Visa / Valid Work Permit)
- BOTH Applicant's resume **AND** photocopy of evidence of educational qualification such as certificated of education or teaching certificates

**▶ THAI NATIONAL VISITING THAILAND**

- BOTH photocopy of proof of Thai citizenship such as a Thai passport, national identification card **AND** house registration or birth certificate

**▶ THAI SPOUSE / NON THAI SPOUSE / FAMILY VISIT**

- A COPY OF MARRIAGE CERTIFICATE or BIRTH CERTIFICATE (To prove of relationship between applicant and spouse/family member)
  - ▶ **Additional for THAI SPOUSE** is a copy of spouse's Thai national ID card or Passport and Thai house registration (Family Blue Book)
  - ▶ **Additional for NON THAI SPOUSE** are;
    - An official letter from concerned company / organization (who is spouse/family member's sponsor) in Thailand verifying current status of relationship
    - BOTH copy of spouse/family member's passport **AND** a valid Thai visa

**▶ DIPLOMATIC AND OFFICIAL VISIT**

- BOTH letter from employer/organisation stating applicant's position and purpose of visit **AND** letter from Department of Foreign Affairs and Trade (DFAT)

**:: ONLY THE ROYAL THAI EMBASSY IN CANBERRA HAS THE AUTHORITY TO ISSUE A RETIREMENT VISA ::****▶ RETIREMENT (O-A VISA) for 50 years old or above (on date of submitting) and having the NATIONALITY of / PERMANENT RESIDENCE of Australia**

- ▶ Documents required are **3 sets [ONE ORIGINAL SET and 2 PHOTOCOPY SETS]**
- ▶ ALL SETS must be **BINDING** certificate by the **NOTARY PUBLIC** or **JUSTICE OF PEACE**.
- ▶ Required documents **EACH SET** to be combined with: (APPLICATION FORM A must be the first page of each set)
  - A completed "VISA APPLICATION FORM A" (attached each FORM with ONE recent Australian passport size photo (3.5cmx4.5cm) taken within 6 month)
  - A photocopy of BIOGRAPHIC OR PERSONAL INFORMATION PAGE(S) OF PASSPORT **Passport valid for at least 18 months from expected date of travel**
  - A completed "PERSONAL DATA FORM" (this FORM can be downloaded from our website)
  - A completed "MEDICAL CERTIFICATE FORM" with rubber stamp of medical doctor to confirm its authenticity (this FORM can be downloaded from our website)
  - An Original Criminal Record"(NAME CHECK ONLY) issued by the country of residence (shall not be older than 3 months)
  - A CERTIFIED BANK STATEMENT showing a deposit account for last 3 months
  - A BANK'S CERTIFICATE OF BALANCE showing a balance of the amount equal to not less than 800,000 Baht, **OR AN INCOME CERTIFICATE** with a monthly salary of no less than 65,000 Baht **OR A COMBINATION OF A DEPOSIT ACCOUNT PLUS MONTHLY INCOME** totaling not less than 800,000 Baht a year

**NOTE ▶ All documents submitted must be in A4 PAPER SIZE ONLY, and be arranged properly and orderly as advised in the application form**

- ▶ For more detail on other purposes of visit and their requirements, such as MEDIA, RESEARCH, RELIGION, WORKING HOLIDAY (Australian Only), please visit our official website: [canberra.thaiembassy.org](http://canberra.thaiembassy.org)

- ▶ Lodging application: 9.30am - 12.30pm / Passport collection 2.00pm - 3.00pm / MONDAY-FRIDAY except Embassy's public holidays
- ▶ Visa fee: Only exact amounts of CASH, MONEY ORDER or BANK CHEQUE will be accepted (personal / company cheque not acceptable)
- ▶ Minimum Visa Processing time for FORM A is 3-5 working days (excluding mailing time)
- ▶ To check the status of your visa application, please use the VISA TRACKING SYSTEM on our website by using your passport number.