



## Extending Your Stay In the Kingdom of Thailand



Although many visit Thailand as tourists, others wish to stay longer and live in Thailand. If you meet certain requirements it is possible, especially for the purpose of retirement. In this section, we explain what qualifies for a long stay extension for the four most common reasons - retirement, married/related to a Thai, education, or business. As explained in the [Entering Thailand](#) section, residents of some countries can apply for the Non-Immigrant “O-A” (long stay) visa from the Royal Thai Embassy or Consulate in their country if they meet the age and financial resource requirements to stay in Thailand as a retiree – those entering Thailand on an “O-A” visa receive a one year permission to stay upon arrival.

For others, if you wish to extend your stay in Thailand for a period of up to one year, you will need to apply for the extension at a Thai Immigration Office. However, just a desire to live in Thailand is not enough as there are requirements that must be met to qualify for an extension. First, to apply for a long stay extension, the foreigner has to have a Non-Immigrant visa. Usually this is obtained at a Thai Embassy/Consulate before entering Thailand (issuance of Non-Immigrant visas is explained in the [Entering Thailand](#) section). However, if you qualify as a retiree and did not obtain a Non-Immigrant O-A visa in your home country or obtain a Non-Immigrant O Visa for entry (i.e. entered using a Tourist Visa or Visa Exempt status), Thai Immigration will allow you apply for a Non-Immigrant “O” Visa at the Thai Immigration Office on Changwatana in Bangkok, and will grant a 90 day permission to stay, which then can be extended for one year at the Thai Immigration office serving your geographical location (Chonburi (Pattaya) Immigration takes the application and sends it to Bangkok for approval). Note: This conversion is not available to those that entered Thailand on a different category of Non-Immigrant Visa, e.g., “ED” and “B”.



[General Information](#) (Explains the difference between a visa and an extension of stay and a few other things you should know about obtaining extensions including a link to the Immigration Police Order that lists all purposes for which an extension can be granted)



[Application Form & Basic Documents](#) (You will need this Application and these basic documents for any extension regardless of the purpose)

As mentioned, to obtain a long stay extension, you will need to meet certain requirements. We have listed the most common reasons, qualifications, and documents needed – these are what is required by the Chonburi (Pattaya) Immigration Office (although the requirements are the same, you will find that different Immigration Offices will have their own idea as to what documents are required to show you meet the requirements). These are not the only reasons, but the most common.



[Extension for the Purpose of Retirement or Being the Spouse of the Retiree](#)



[Extension Based on Married or Related to a Thai](#)



[Extension for the Purpose of Education](#)



[Extension for the Purpose of Business](#)



[Former Thai National or Parents were/are Thai Nationals](#)



[Frequently Asked Question](#)



## General Information

It is possible to extend your stay up to one year at a time, provided your reason for wanting the stay falls within the permitted purposes. Police Immigration Order [777-2551](#) which governed the requirements for a foreigner to extend their stay in Thailand has been superseded by Police Immigration Orders [327-2557](#) (requirements) and [138-2557](#) (documents); both were effective on August 29, 2014 [Click on the order above to view an English translation by [Thaivisa.com](#) – Note: the translation is for information purposes only (for the Thai version, click on [327-2557](#) and [138-2557](#))].

**NOTE:** Like most legal documents in Thailand, if there is any discrepancy between the English translation and the Thai version of the document, the Thai version will prevail.

Another Immigration Police Order issued in 2009 requires that substantially all Immigration service be obtained at the Immigration Office that serves the geographical area where you reside – list of [Thai Immigration Office Jurisdictions](#). (source [www.Thaivisa.com](#)). Although Immigration Offices follow the provisions of the Police Orders, they each have their own requirements for supporting documents and the length of the extension they will grant. Each Office can be different from that of another.

The information we provide here is what is usually required by the Chonburi (Pattaya) Immigration Office. We have divided the information into sections.

1. The Application and basic documents needed when applying for any extension of stay – regardless of the reason.
2. Four sections containing information on the specific requirements and additional supporting documents for the four most common reasons for granting a long stay extension.
3. A section on covering extensions for a former Thai national or child of a Thai national using a passport from their current country of residence or citizenship.

There are other less common reasons that a foreigner can request a long stay extension as cited in Immigration Police Orders. If your request is based on one of the less common reasons not mentioned in this section, you should contact the Immigration Office where you will apply to determine what additional documents they will require to support your application for extension.

Once you receive your extension, you will still need to report your address to Immigration every 90 days you remain in Thailand – from the date you last entered Thailand or from the date of your last address report. At Chonburi (Pattaya) Immigration, this takes about 5 minutes or less not counting wait time if there are several ahead of you. There is no fee involved but there is a fine if you are late – see [90 Day Address Reporting](#) topic for more information on address reporting.

**CAUTION:** If asked for additional documentation from what is listed here, don't get upset – smile, be polite, and get the additional items requested. Remember, the service you are requesting is at the discretion of the Immigration Officer.

**TIP:** The Immigration Office is a Government Office and you are expected to act and dress appropriately. Most Expats will tell you that things go more smoothly if you are properly dressed, polite, and do not get upset or raise your voice – wear a shirt with collar, trousers or walking shorts. Immigration has been known to refuse service if you are in attire more suited for lounging on the beach, e.g., no shirt, tank top, skimpy shorts, etc.

**CAUTION:** If you leave Thailand during the permission of stay extension period, **you must obtain a Re-Entry Permit before departure**. Otherwise, your extension will be cancelled when you leave Thailand. See [Re-Entry Permits](#) section for more information on single and multiple Permits.

**TIP** – On the day you receive your extension, you can apply for a Re-Entry Permit. Both single and multiple Re-Entry Permits expire on the same date as your latest Visa extension, e.g., if you receive a one-year extension until July 12, 2015, the Re-Entry Permit will expire on July 12, 2015. See [Re-Entry Permits](#) section for more information on single and multiple Permits.

### **HELP KEEP US INFORMED**

If you have any questions or comments, please let us know by contacting us at [info@pcecclub.org](mailto:info@pcecclub.org) or [info@pattayacityexpatsclub.com](mailto:info@pattayacityexpatsclub.com). We rely on reports from fellow expats to keep our information current. Chonburi (Pattaya) Immigration office sometimes makes changes without much notice. Further, these changes may turn out to be temporary in nature. So if you encounter something different than what we show here, please let us know.

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## [Application Form and Basic Documents](#)

To apply for an extension of stay or to renew your extension of stay, you will need to complete the form - ***Application for Extension of Temporary Stay in the Kingdom TM. 7.*** (click one of the following for a downloadable blank copy - [Word version](#) or [PDF version](#)). Be sure to complete and sign both the front and back of the form. Applications are required to be submitted in person.

The fee is 1,900 Baht and is the same for all applications for extension without regard to the purpose of the request or the length of the extension being requested.

**NOTE:** Chonburi (Pattaya) Immigration Office will accept a print out of the digital copy even if the front and back are printed on two separate pages. However, other Immigration Office may require it to be printed front and back – or, in some cases, may require you to use the paper copy of the form they provide.

You can see an example of the completed application form by clicking: [TM. 7 - Front Page](#) and [TM.7 - Back Page](#)

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### **The following supporting documents will be needed for all extension requests made at Chonburi (Pattaya) Immigration**

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1. Application for Extension of Temporary Stay in the Kingdom, TM.7 – one original.
2. One photograph – 4cm x 6 cm (if needed there is a shop next door that for a nominal fee will make photos and photocopy your documents. The shop opens at 8am – Immigration opens at 8:30am – recently, a room was opened in the Immigration building where you can get photocopies made, also for a fee)
3. Passport (original) with at least 6 months remaining validity. The maximum extension allowed can be up to one year; but in no case beyond the expiration date of the passport.
4. Photocopy of passport pages (one copy)
  - a. Identity page(s) showing holder's picture, name, and date issued, etc.
  - b. Page showing the Non-Immigrant Visa [*if the applicant is applying on the basis of being a former Thai national or whose parent(s) are/were Thai nationals, this may be the page showing a Tourist Visa if that was used for entry into Thailand*].
  - c. Page(s) showing each subsequent one-year extension, if applicable
  - d. Page showing the last entry stamp into Thailand
5. Photocopy of Departure Card, TM.6 (this card is usually stapled in your passport upon arrival)

**NOTE:** Each photocopy needs to have your original signature on it – in Thailand, this is deemed to be your certification that it is a true copy of the original.

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## Extension for the Purpose of Retirement or Being the Spouse of the Retiree

If you meet the age and financial resources requirements for retiring in Thailand, Immigration will grant you a one-year extension of stay; this extension can be renewed annually without having to leave the Kingdom.

You will need to apply for an extension with the Immigration Office that has jurisdiction for the area where you live. The requirement for a “retirement” extension is that you have a Non-Immigrant “O” or “O-A” Visa. If you entered Thailand on Visa Exempt status or with a Tourist Visa, you can apply for a Non-Immigrant “O” Visa at the Chang Watana Thai Immigration Office<sup>1</sup> in Bangkok PROVIDED you meet the age and financial resource requirements (See the information on the Two-Step Process for Visa and Extension below). **Note:** Chonburi (Pattaya) Immigration will take your application and documents and send them to Bangkok Immigration for processing and return to Pattaya Immigration Office. **CAUTION:** Whether applying for the Non-Immigrant “O” Visa in Bangkok or in Pattaya, you will need more than 15 days remaining on your permission to stay to apply – if you have previously received a 30 day extension to your Visa Exempt or Tourist Visa permission to stay, you cannot extend it again and if you do not have the minimum days remaining, your application will be refused and you will have to depart Thailand before your permission to stay date expires. See information in [Frequently Asked Questions](#) for new penalties in the event of overstay.

**NOTE:** If you entered on an “O-A” Visa, you will be granted a one year stay upon arrival (if it is a multiple entry “O-A” Visa, you can leave and return to Thailand receiving a one year stay on each entry so long as you **reenter before the expiration date shown on the O-A Visa in your passport** put there by the Thai Embassy/Consulate – **CAUTION:** If you leave and plan to return after the expiration date on the multiple entry “O-A” Visa, you will need a [Re-Entry Permit](#) from Thai Immigration before you depart – without the Re-Entry Permit, your extension of stay is cancelled when you leave Thailand.

**Extension for Spouse** – The spouse of a person receiving a “retirement” extension can also receive a one year extension without having to meet the age and/or financial resource requirements. **BUT** unlike the retiree, they must have obtained and entered Thailand on a Non-Immigrant “O” Visa issued by a Thai Embassy or Consulate. If the retiree obtained a Non-Immigrant “O-A” visa in their home country or country of residence, the spouse should have applied for and received a Non-Immigrant “O” Visa at the same time (see [Entering Thailand](#) for more information about the “O-A” Visa). If the retiree did not enter using a Non-Immigrant Visa, they can apply for one at Thai Immigration in Pattaya using the two step process. But, their spouse cannot apply for a Non-Immigrant “O” Visa at Thai Immigration unless they are also applying for a retirement extension in their own right (meaning they would also have to meet the age and financial resources requirements).

If the retiree obtains the Non-Immigrant Visa within Thailand as explained below and their spouse entered on a Visa Exempt or Tourist Visa, the spouse can obtain the Non-Immigrant “O” Visa from a Thai Embassy or Consulate in a neighboring country based on showing their spouse (retiree) has been granted a long stay extension (evidence of the retiree’s extension and marriage certificate will be needed).

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### **To Qualify for Extension Based on Retirement You Must Meet the Following Requirements**

1. You must be at least 50 years of age
2. You must have the equivalent of 800,000 Baht in financial resources to show that you can live in the Kingdom without working – Persons with extensions for purpose of retirement are prohibited from working in the Kingdom. The financial resources can be satisfied by any one of the following methods:
  - a. Cash on deposit in a Thai bank equal or greater than 800,000 Baht. **See Caution below.**

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<sup>1</sup> Until October 2014, Chonburi (Pattaya) Immigration was authorized to issue Non-Immigrant “O” Visas; but this authority has been revoked and your paperwork has to go to Bangkok for approval of the Non-Immigrant “O” Visa. Chonburi Immigration can still issue the one-year extension of stay after you have obtained the Non-Immigrant “O” Visa.

- i. Funds are required to have been on deposit for 60 days before making an initial application for extension.
    - ii. Funds are required to have been on deposit for 90 days before making a renewal application for extension.
  - b. A monthly income equivalent to at least 65,000 Baht per month, or
  - c. A combination of a. and b. that together is equal to or greater than 800,000 Baht – monthly income x 12 months plus amount on deposit.<sup>1</sup>
    - i. Funds are required to have been on deposit for 60 days before making an initial application for extension.
    - ii. Funds are required to have been on deposit for 90 days before making a renewal application for extension.
3. Hold a Non-Immigrant “O” or “O-A” Visa.

**CAUTION:** The bank account must be in the retiree’s name only OR if a joint account, Immigration will consider only one half the amounts on deposit as meeting the 800,000 Baht requirement. This also applies even if the joint owner is the retiree’s spouse.

Also, the account must not be restricted on withdrawing funds – e.g. time deposits. Some banks offer accounts that have higher interest rates if funds are kept on deposit for specified time periods, but allow withdrawal at any time with the only penalty being to lose the higher interest rate. These latter type accounts are usually acceptable.

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**Documents You Will Need to Support an Application for Purpose of Retirement**  
**(Click here for Club Announcements of any recent changes)**  
[Click for a convenient Checklist of documents needed for retirement extensions](#)

The following documents are usually the only ones required. However, it is within the Immigration Officer’s discretion to ask for additional items:

1. You will need the [basic documents](#) required for all applications for extension.
2. **If you are using all or a portion of funds on deposit in a Thai Bank to qualify**, you will need:
  - a. Original Letter from your Thai Bank certifying your account and showing your balance (the letter should be dated within the last 7 days – most Expats obtain the day before applying).
  - b. Photocopy of your bank passbook Identity page showing name and account number and all page(s) showing activity for the last 3 months (it is recommended that you update your passbook on the same day you get your bank letter so that both balances will agree)
3. **If you are using monthly income in total or in part to meet the financial requirements**, you will need an original letter or certification from your Embassy attesting to your monthly income. The letter must not be more than 6 months old<sup>2</sup>. Generally, each Embassy has its own requirements and form for this letter/certification.

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<sup>1</sup> Prior to January 2016, Chonburi (Pattaya) did not require the funds in the bank to be “seasoned” – But that has changed and they now have the 2 or 3 month requirement for funds to be on deposit when using the “combination” of funds on deposit and monthly income to qualify.

<sup>2</sup> In April & May 2013, we received reports that the validity period was now to be 15 days; however after concerns were raised by several Embassies on the hardship this would impose on many retirees, Immigration revised this policy to allow Embassy letters that are no more than 6 months old – for more information and copy of Thai Immigration internal letter dated May 29, 2013 [click here](#)

4. **Proof of residence** – Recently, Thai Immigration has been asking for more documentation to show proof of where you live. Previously, they accepted a lease agreement, rental contract, or house papers (if you own). But now, they are requiring more: if you rent from a Thai owner, you will be asked for a copy of their Tabian Baan (blue house book) and their Thai ID card – they may also require that the photocopies be signed by the owner. If you own your condominium, you will need to provide a copy of the Chanote (land deed) showing you as the owner. If your residence is owned by your Thai Company Ltd, you will need to provide a copy of the Chanote showing the company as owner and your company documents showing you as the Managing Director. We have not yet received any reports of what documentation may be required if you are renting from a non-Thai owner of the property.
- 5.
6. **If the spouse of a retiree is applying for an extension** on the basis of the retiree’s approval, they will need to submit only the application form, photo, passport page copies & departure card copy **plus a photocopy of a valid marriage certificate**. Have the original available as Immigration may ask to see it. It is our understanding that if the Certificate is in English, it will be accepted. If not in English, you may be required to get it certified by the Thai Ministry of Foreign Affairs in Bangkok. You may wish to inquire beforehand as to whether you will need to have the marriage certificate certified or not.

**NOTE:** place an original signature on all photocopies and have the original documents with you in case the Immigration Officer asks to see the original.

**CAUTION:** If you are using an Embassy letter certifying income, it will show the amount in your home country currency – Exchange Rates fluctuate - Thai Immigration will convert the amount to Baht using the applicable exchange rate on the day you apply for the extension.

**NOTE FOR USA PASSPORT HOLDERS:** If you intend to use the “income” letter from the US Embassy in Bangkok, please be aware that the American Citizen Services unit requires you have an appointment; often when making an appointment, the next available time can be up to 2 or 3 weeks in the future. [Click here](#) to make an appointment. The ACS conducts Outreach visits to Pattaya about every 90 days – obtaining the letter during an outreach visit does not require an appointment. [Click here](#) for the ACS’s latest schedule of Outreach visits.

**NOTE FOR UK PASSPORT HOLDERS:** Certification of income is done by mail. [Click here](#) for the procedures to be followed.

**TIP:** Do not wait till the last day to renew your extension of stay - give yourself time to take care of any “hitches” that might arise as Thai Immigration is sometimes known to make changes without advance notice or require additional documentation besides that listed here. Chonburi (Pattaya) Immigration will process renewals up to 30 days in advance.

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## Process for Obtaining Non-Immigrant “O” Visa and then Extending Your Stay

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If you entered Thailand on Visa Exempt (15/30-day stay) or Tourist Visa (60-day stay) and meet the age and financial resource requirements for a retirement extension. You can apply for a Non-Immigrant “O” Visa and after receiving it then apply for a one-year extension. NOTE: This is not available if you already have a Non-Immigrant visa issued for another purpose, e.g., “ED” or “B.” If you hold one of those Non-Immigrant Visas you will need to leave Thailand and reenter using a Non-Immigrant “O” or Tourist Visa from a Thai Embassy or Consulate. You can also reenter on a Visa Exempt status.

As of October 2014, Chonburi (Pattaya) Immigration can no longer issue the Non-Immigrant "O" Visa; but you can make your application at the Pattaya Immigration Office for both the Non-Immigrant "O" Visa and the one-year extension of stay. You will complete an application form which will depend on whether you entered as Visa Exempt (30 day permitted stay) or with a Tourist Visa (60 day permitted stay) – one being for a Visa and the other for a Change in Visa. See below for form number and link to the form. The fee is normally 2,000 baht.

You will later complete the TM7 form for a one-year extension of stay. The fee for the extension is 1,900 baht. Pattaya Immigration will need the TM.86 or TM.87 form along with fee for the Visa application. They will send your application for visa or change in visa with copies of the relevant documents to Bangkok – this is usually about 15 days later. Upon Bangkok Immigration's issuance of the Non-Immigrant "O" Visa, you will receive a new permission to stay stamp for 90 days from issuance.

Before your 90 day permission to stay is reached, you will need to file an application for an extension of stay based on retirement (TM.7) along with the required documents. Pattaya Immigration will then enter the appropriate stamp extending your stay for purpose of retirement, which will be one year from the end of the 90 days (Pattaya Immigration will process the application up to 30 days before the 90 day extension needs to be renewed).

**NOTE:** If you do not have enough days remaining for the process to be completed, you can request a 30 day extension of either your Visa Exempt or Tourist Visa permission to stay for another 1,900 baht to allow time for the process. **CAUTION:** You can get a 30 day extension only once for either one. Bangkok Immigration requires a minimum of 15 days remaining on your stay or they will not accept your application [likewise Chonburi (Pattaya) Immigration will also not accept your application to send to Bangkok if your permission to stay is less than the minimum Bangkok requires].

The application form used for the Non-Immigrant "O" Visa will depend on whether you are in Thailand as Visa Exempt or with a Tourist Visa.

- If you entered on Visa Exempt status (30 day or 15 day stay), you will complete form TM.87 Application for Visa (click for [Word Copy](#) – click for [pdf Copy](#))
- If you entered on a Tourist Visa (60 day stay), you will complete form TM.86 Application for Change of Visa (click for [Word Copy](#) – click for [pdf Copy](#))

**NOTE:** Two sets of documents will be needed – one for the Non-Immigrant "O" Visa and again for the extension of stay. From reports we have received, you will only need one original of the bank letter and/or Embassy certification of monthly income – but you should verify this at the time you apply for the Visa.

**NOTE:** As of the end of March 2016, we received reports that if you are using the Embassy Letter certifying income, Pattaya Immigration will not accept it unless it has been verified by the Department of Consular Affairs. This applies only to application for a Non-Immigrant "O" Visa – the stamp is not required if only doing an extension of stay. The Department of Consular Affairs fee is 400 baht for regular processing or 800 baht express processing (same day). You may wish to check with Pattaya Immigration to confirm this requirement is still in effect before traveling to Bangkok:

Legalization Division, 3rd floor  
Department of Consular Affairs, Ministry of Foreign Affairs  
123 Chaeng Watthana Road, Bangkok 10210  
Telephone: 02-575-1056/59 Email: consular04@mfa.go.th  
Service hours: 08.30 - 14.30 hrs. (Closed on Saturday - Sunday and Public Holidays)

Thai Immigration is also located nearby. For a map visit: [http://www.tgo.or.th/2015/file/images/TGOMap\\_EN\\_big.jpg](http://www.tgo.or.th/2015/file/images/TGOMap_EN_big.jpg). The taxi fare from Mo Chit BTS station is should be around 100 baht – return fare may be slightly higher to cover tolls if you let the driver use the expressway.



## Process at Pattaya Immigration for Extension of Stay (Initial and annual renewal)

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The process and length of time will vary depending on the Immigration Office where you apply. At Chonburi (Pattaya) Immigration, if all the documents are in order, the process generally takes about 20 to 25 minutes once your queue number is called. The process is rather straight forward.

1. Complete the TM7 application on both sides and be sure to sign in the appropriate place on each page. You may want to download and complete the application before going to the Immigration Office as this can save time. Be sure you have signed both sides of the application form. Also, make sure that you have all the required documents and you have “signed” each photocopied document (have the original available in case the Immigration Officer may want to see it).
2. Obtain a queue number – when entering, approach the counter and tell the person there that you are there for a retirement extension. They will examine your documents to ensure they are complete and issue your queue number for the “retirement” desk. If your documents are not complete, they will tell you what you need to get – there are photo & copy shops next door to the Immigration Office or in the room adjacent to the counter. The Queue slip will have 3 numbers; the first number in the sequence is the “desk” you will be going to, in this case a “8” for retirement desk. The next two numbers shown is your queue number (each morning, they start with “01” and issue sequentially throughout the day).
3. You then find a seat in front of desk 8 and wait for your number to be called, this is usually announced over the public address system and shown on an electronic display on the back wall.
4. When called, go to the retirement station at desk number “8.” – there may be two or more officers – behind the main desk will be a Sr. Sgt Major and most likely another officer on his left. At times, there also may be other officers at the desk that are assisting. Present your queue number slip, passport and your documents to the one that asks for them. The Officer will take a few minutes to look over the documents and staple your photo to the application. If by chance the first examination at the entry counter missed something or the Immigration Officer decides they want more documentation (this happens, but not too often), obtain the document(s) you need and bring them back to Desk “8” as you do not need to get another queue number.
5. The Sr Sgt Major at Desk “8” or one of his helpers will hand you a laminated card with a number and ask you to return for your passport (if you go early it could be that afternoon) or if you went later in the day, it could be the next day (or Monday if you went in on a Friday). When you return to pick up your passport, you do not have to get a queue number – just go to Desk “8” and present your laminated card to the person sitting on the far right of the desk (as you face it) and you will receive your passport with your completed extension of stay. They may also have you hold up your passport and take a photo.

**TIP:** Generally, most of our members have found that the process goes smoothly if you remember to: (1) dress appropriately, e.g., shirt with collar and trousers or walking shorts, and (2) be polite and not raise your voice, even if you think things are becoming a bit frustrating.

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### Annual Renewal of the Extension of Stay

Your extension of stay will be for one year. Prior to the expiration date, you will need to renew the extension for another year. The process is the same as for the initial application. Further, the permission to stay date recorded at the time of your initial one-year extension will remain your anniversary date.

You must obtain a new extension before the previous one expires. Chonburi (Pattaya) Immigration will process a renewal up to 30 days prior to the expiration date. They may process it earlier if you have a good reason, e.g., will be leaving and not in Thailand on the anniversary date. It is our understanding that with valid reason, they will process the renewal up to 60 days prior to the anniversary date.

Usually you must get a [Re-Entry Permit](#) if you plan to depart and return to Thailand during your extension period – this will keep your extension valid – otherwise it will be canceled when you depart. If you entered Thailand using a Multiple Entry Non-Immigrant “O-A” Visa receiving a one year stay, you can leave and return to Thailand on that Visa; **BUT** if you plan to depart and return after the expiration date shown on the “O-A” Visa, you will need to get a Re-Entry Permit (the expiration date is shown on Visa that was placed in your passport by the Thai Embassy/Consulate and is usually prefaced by “Enter by”).

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## Extension based on Marriage or Related to a Thai

Thai Immigration will grant an extension of stay up to one year on the basis the foreigner is married to a Thai national or a family member of a Thai national.

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### To Qualify for Extension Based on Marriage or Related to a Thai National

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1. Hold a Non Immigrant Visa (obtained from a Thai Embassy or Consulate outside of Thailand)
2. Be the spouse (legal marriage), parent(s), child, adopted child or child of the foreign spouse. If a child, they must be under 20 years of age and living with the family.
3. Have the required financial resources:
  - a. Husband of a Thai lady - An average annual income of 40,000 Baht per month or a money deposit of not less than 400,000 Baht for the past two months.
  - b. Parent(s) - One must have an average annual income of 40,000 Baht per month or a money deposit of not less than 400,000 Baht.

**NOTE:** It is our understanding that the financial resources are either a or b – no combination of the two can be used.

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### Documents You Will Need to Support an Application on the Basis of Being Married or Related to a Thai

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From reports we have received from Chonburi (Pattaya) Immigration, you will need the following documents:

1. **Basic documents** required for all extensions
2. Proof of family/spousal relationship – photocopies, but have originals available to show to the Immigration Officer.
  - a. Marriage registration if spousal relationship – marriages are registered at a District Office (Amphoe/Khet) – Provinces in Thailand are subdivided into Districts with each District having an office supervised by the District Chief (Nai Amphur).
  - b. Birth certificate(s) as appropriate to show relationship for parent(s) or children.
  - c. If documents are not in Thai, you may need to have them translated into Thai and certified by Ministry of Foreign Affairs in Bangkok (check with your local Immigration Office to see if they will require your documents to be certified).
3. If using 400,000 Baht on deposit in a Thai bank to qualify:
  - a. Photo copy of Bank book showing funds on deposit (identity page and pages showing balance(s) for specified time period if required). Have the original available as Immigration Officer may ask to see it.
  - b. Original letter from bank attesting to bank balance (not more than 3 days old – we usually recommend the day before and that you update your passbook after receiving the letter and before any transactions so the balance on the letter agrees with the passbook)

4. If using 40,000 Baht monthly income – if the income is from outside of Thailand, you will need to obtain a letter from your Embassy attesting to the amount. If income is from within Thailand, you will need the relevant tax documents.<sup>1</sup>
5. Map showing location of residence (in some cases they may also request photos of your residence).

**NOTE:** In October 2014 we received a report that Immigration Officer checked to see if applicant's landlord had filed a TM.30 (alien living in residence). Theirs had not and they were told to get it signed by owner or owner needed to file the report, which can be done over the Internet. They said Immigration also wanted family photos, rental contract and ID card and house paper of owner. Further, the wife needed to be with the applicant. Also everything signed and in duplicate.

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### Approval of Application for Extension

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Expect some delay in receiving the extension as local Immigration Offices are required to send documents to Bangkok for approval.

Also, it is not unknown for Immigration to do some preliminary investigation, such as visiting the domicile or contacting neighbors before approving the extension. Some Immigration Offices will require you to bring witnesses that can verify you and spouse are living together (Chonburi (Pattaya) Immigration does not require witnesses).

**TIP:** Although the financial resource requirements are less than for an extension based on retirement, the documentation is more extensive and often subject to more scrutiny by Immigration officials. Further, the approval process takes longer and the extension can be cancelled in the event of divorce or demise of the Thai spouse. Consequently, if you meet the requirements for a retirement extension and have the financial resources required, it may be the better option for obtaining a one-year extension of stay.

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### Annual Renewal of the Extension of Stay

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Your extension of stay will be for one year. Prior to the expiration date, you will need to renew the extension for another year. The process is the same as for the initial application. Further, the permission to stay date recorded at the time of your initial one-year extension will remain your anniversary date. You must obtain a new extension before the previous one expires. Since it will again have to be approved in Bangkok, you should allow sufficient time for that to happen before your current extension period expires.

You must get a [Re-Entry Permit](#) if you plan to depart and return to Thailand during your extension period – this will keep your extension valid – otherwise it will be canceled when you depart.

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<sup>1</sup> In April & May 2013, we received reports that the validity period was now to be 15 days; however after concerns were raised by several Embassies on the hardship this would impose on many retirees, Immigration revised this policy to allow Embassy letters that are no more than 6 months old – for more information and copy of Thai Immigration internal letter dated May 29, 2013 [click here](#). This timeframe appears to be applicable to all Embassy “income” letters, not just those for retirees.



## Extension for the Purpose of Education

If you want to study in Thailand, it is possible to extend your stay. The length of each extension will depend on the type of school and course of study. The latest Immigration Police Order governing Extensions of Stay, made several changes including the period of extension of stay that can be approved. To qualify, you must have entered Thailand on a Non-Immigrant Visa (ED).

Educational Institution	Extension Period	Number of Extensions
Government	Up to one year	No limit
Private	Up to 90 days	Not to exceed one year from date of entry into Thailand
Non Formal	Up to 90 days	Not to exceed one year from date of entry into Thailand

Note: The extension period must be confirmed and requested by the Educational Institution, the Educational Institution must be approved by the relevant Government agency (usually the Ministry of Education), and, except for international schools and higher education, be confirmed by the relevant Government agency.

Non Formal Educational schools are those for studies in religion, arts and sports, vocational, tutorial, and skill development (the Private Education Commission specifies what type of study qualifies as such an educational institution).

Prior to the August 2014 changes, many foreigners that had sufficient financial resources to support their living and studying in Thailand without working and did not otherwise qualify to extend their stay, opted to enroll in a course of study. Unfortunately, many abused this legal means of staying in Thailand by enrolling in, but not attending, language, diving, or Muay Thai boxing schools. Consequently, Thai Education and Immigration officials are giving these types of studies more scrutiny, e.g., expecting a person who has been attending a Thai language school for a year or more to be able to understand and converse in the Thai language commensurate with the time they have been studying.

Before you can apply for an extension of stay, you must first obtain a Non-Immigrant "ED" Visa from a Thai Embassy or Consulate which are all located outside of Thailand. Information on obtaining this type of Visa can be found in the [Entering Thailand](#) section. Upon arrival, you will be granted a 90 day permission to stay. After entry, you will need to apply for an extension of stay at your local Thai Immigration Office.

Also, when you are granted an extension of stay, Thai Immigration allows your parent(s), spouse, and unmarried children under age 20 (natural, adopted, or stepchild) to also obtain an extension of stay (they will need to obtain a Non-Immigrant "O" Visa at a Thai Embassy or Consulate). The extension granted will correspond to the time period granted for your extension; thus it can be from 90 days up to one year.

In most cases, the school where you enroll will know what documents are required by the local Thai Immigration Office. Many of the language school websites note that four hours or more of study a week is sufficient to qualify for the extension of stay.

**TIP:** You can enter Thailand using Visa Exemption or a Tourist Visa to get an initial 30 or 60 day stay and use this visit to identify the institution and course of study you wish to undertake. They can provide you with the necessary documentation to obtain a Non-Immigrant "ED" Visa from a Thai Embassy or Consulate in a neighboring country. Returning to Thailand using the "ED" Visa, you can then apply to Thai Immigration for an extension of stay as noted above.

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### Requirements for Extensions of Stay for Purpose of Study

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To extend your stay in Thailand, you will need to meet the following requirements (the length of the extension is at the discretion of the Thai Immigration Office):

1. Hold a Non-Immigrant "ED" Visa

2. Be enrolled in an accredited institution in a course of study that requires you to remain in the Kingdom for an extended period (accredited means it is approved by the Ministry of Education)
3. In the case of parent(s) of the foreigner with the “ED” visa, they will need to have at least 500,000 Baht on deposit in a Thai bank. For the first extension, it needs to have been on deposit at least 30 days and for subsequent extensions, on deposit for the previous 3 months.

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## Documents Required

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You should consult with your local Thai Immigration Office as to their specific documentary requirements for obtaining an extension for education purposes. However, based on reports from expats, you can expect to be asked for at least the following:

1. [Basic documents](#) needed for all extension applications
2. [Original letter](#) of acceptance from an accredited educational institution outlining your course of study including the time period of the course and hours of study per week (It is our understanding that accreditation means that the institution is recognized by the Thai Ministry of Education). If applying for your subsequent extension(s), you may be asked to provide evidence you have actually studied at the institution.
3. In the case of parent(s) of the foreigner with the “ED” visa, evidence of the required financial resources:
  - a. Photocopies of the identity page and pages from bank passbook showing that the 500,000 Baht in funds has been on deposit for the required amount of time.
  - b. Original Letter from the Bank verifying the account and balance (should be dated no more than 7 days before the application date)
  - c. Evidence of parental relationship, e.g. birth certificate showing name of applicant as a parent.

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## Renewal of the Extension of Stay

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Your extension of stay will be from 90 days to one year. Prior to the expiration date, you will need to renew the extension for another period. The process is the same as for the initial application. You must obtain a new extension before the previous one expires. PLEASE NOTE – if you are attending other than a Government Educational Institution, you will not be granted an extension of stay beyond one year from your date of entry into Thailand; thus you will have to leave Thailand and obtain another Non-Immigrant ED Visa from a Thai Embassy or Consulate.

You must get a [Re-Entry Permit](#) if you plan to depart and return to Thailand during your extension period – this will keep your extension valid – otherwise it will be canceled when you depart.

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## Extension of Stay for the Purpose of Business

For those that are employed by a business or start a business of their own, Thai Immigration will grant an extension of stay up to one year at a time. First, you should have obtained a Non-Immigrant “B” Visa from a Thai Embassy or Consulate. See the [Entering Thailand](#) section for information about the Non-Immigrant “B” Visa. Upon entry into Thailand, you would have received permission to stay for 90 days.

The documentation necessary to get an extension of stay for the purpose of working in or conducting a business can be extensive. If you are being employed by a major Thai company, they will usually have someone handle all the paperwork for getting a Work Permit and obtaining the extension of stay.

But, if you are being employed by a small company or are starting your own company, the paperwork process can be cumbersome because of all the documentation required. First you will need to get a Work Permit. These are issued by the Ministry of Labor and they have their own documentation requirements. After obtaining the Work Permit, you will be faced with more paperwork to document your application for an extension of stay from Thai Immigration.

The documentation requirements can vary between the different Thai Immigration offices, so one should check with the office where they plan to apply to determine exactly what business records will be necessary. Although not necessary, many find hiring a company that specializes in assisting foreigners in obtaining work permits and extensions of stay to be beneficial. There are many companies that offer these legal services – the Pattaya City Expats Club does not endorse or make specific recommendations of such companies.

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### Requirements for Extensions of Stay for Purpose of Business

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According to Section 2.1 of [Police Order 327-2557](#), the requirements are:

1. Hold a Non-Immigrant Visa
2. Foreigner must have an income consistent with that prescribed (Page 16 of the order)
3. Business must have a registered capital of at least 2 million Baht - fully paid up
4. The business concerned must have duly submitted its financial statement as at the end of the two fiscal years, certified by an auditor or tax auditor, showing a sound financial conditions and an on-going active business - see Annex B on page 17 of the Police Order for criteria for an on-going active business.
5. The business needs to employ the foreigner.
6. The business must have a ratio of 1 foreign employee to 4 Thai permanent employees (**Note:** This is a requirement for getting an extension of stay; not for obtaining a work permit)

For an International Trade Business Representative Office or multinational company regional or branch Office, they are not required to meet Items 3, 4, & 5 above and for Item 6 they are required to have a 1 to 1 ratio.

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### Documents Required

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The following documents are listed in Paragraph 2-1 of [Police Order 138/2557](#) as needed for the granting of a one year extension. Also see [Police Order 327-2557 Page 17](#) for certain guidelines Immigration is to follow in determining if the business is continuous and active.

1. [Basic documents](#) for application to extend stay in Thailand.
2. Certificate of alien's employment in the format prescribed by the Immigration Bureau
3. Copy of work permit (in the case of change of workplace, an acknowledgment of application may be used)

4. Copy of evidence proving company registration, such as a certificate of company or partnership registration, certified by the registrar within the previous six months
5. Copy of list of shareholders certified by the registrar within the previous six months
6. Copy of balance sheet and profit and loss statement for the latest year, together with income tax return for companies or juristic partnerships and payment receipt
7. Copy of latest monthly withholding income tax return specifying the names of employees and of the alien applicant together with a copy of payment receipt
8. Copy of the individual income tax return for the latest year and payment receipt (if any)
9. Copy of social security contribution return for the latest month, as filed with the Social Security Office (Form Sor Por Sor.1-10) and payment receipt
10. Document or evidence proving the necessity of the business to hire the alien, for example, in case a job opening was posted for Thai candidates but there were no applicants
11. Location map showing the applicant's workplace and photographs of interior and exterior of the workplace during business hours
12. Documents or other evidence requested by the Committee monitoring official proceedings of officers of the Immigration Bureau
13. For an international trade business (representative office), regional office, and overseas company (branch office), documents specified in Criteria 6, 7, and 11 are not required.

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### **Renewal of the Extension of Stay**

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Your extension of stay should be for one year. Prior to the expiration date, you will need to renew the extension for another period. The process is the same as for the initial application. You must obtain a new extension before the previous one expires.

You must get a [Re-Entry Permit](#) if you plan to depart and return to Thailand during your extension period – this will keep your extension valid – otherwise it will be canceled when you depart.

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## Former Thai National or Parents are/were Thai Nationals

If you are a former Thai national or your parents are or were former Thai nationals, you can receive an extension of stay in Thailand for up to one year. Paragraph 2.23 of [Police Order 327-2557](#) requires only that you have proof of having been a Thai national or that your parents were or are Thai nationals. In this situation, unlike other extensions, there is no requirement that you possess a Non-Immigrant Visa.

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### Documents Required

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Where photocopies are provided, you may be asked to show the Immigration Officer the original document at the time the application is processed.

1. [Basic documents](#) for application to extend stay in Thailand.
2. Evidence of having or used to have Thai Nationality, e.f., Photocopy of Thai Identify Card – Chonburi (Pattaya) Immigration also wanted a copy of the [Thai House Book](#) showing their name.
3. If applying on the basis of their parent(s) being a Thai National or former Thai National. Registration in a [Thai House Book](#).
4. If based on parental relationship, contact the Thai Immigration Office where you plan to apply as to what evidence is needed to show the relationship, e.g. record of birth showing parent(s) name.
5. In the case that the evidence of having Thai nationality is inconsistent with the information shown in the passport, the applicant must submit a confirmation letter from the embassy or consulate, or document verifying the applicant as being the same individual, such as an affidavit from a reliable person.

**NOTE:** The above information on documents required is based on reports from former Thai nationals. If applying on the basis of having parent(s) that are/were Thai nationals, you may wish to contact the local Immigration Office where you plan to apply to determine the specific documents they require. In September 2012, we received a report that Chonburi (Pattaya) Immigration asked the wife (a former Thai National with US Passport) for a copy of marriage license even though she was applying for the extension based on being a former Thai national and not on the relationship with husband who was getting a retirement extension. If you are in this category, you may wish to have a copy of your marriage license in case you are asked for it.

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### Renewal of the Extension of Stay

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Your extension of stay should be for one year. Prior to the expiration date, you will need to renew the extension for another period. The process is the same as for the initial application. You must obtain a new extension before the previous one expires.

You must get a [Re-Entry Permit](#) if you plan to depart and return to Thailand during your extension period – this will keep your extension valid – otherwise it will be canceled when you depart.

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## Frequently Asked Questions When on Long Stay Extensions

### **1. How early can I go into Immigration to renew my extension of stay?**

You can usually renew your extension up to one month early – however, if you are planning to leave Thailand more than one month before and not return until after your renewal date, you can request Immigration renew it before you leave – we have had reports that under these circumstances, they may do it up to 60 days, if your departure is such that you need to do it before 60 days such as being going out of Thailand and not returning before the renewal date. But a member recently (May 2014) reported that his request for early renewal was refused – as so many things with Immigration, it could have been the whim of the Immigration officer on that day rather than a change in policy. See Question 7 for more information.

### **2. If I renew my extension of stay early, will the new extension be one year from the date I apply for the renewal of extension?**

No. When you apply for your first extension, that date becomes your anniversary date. Future one year extensions will be based on that anniversary date. *For example, if you received your first extension until March 15, 2010, that will be your anniversary date. If you apply for your renewal on February 15, 2010, your extension of stay will be until March 15, 2011. Each succeeding renewal will be until March 15 of each succeeding year. This date does not change.*

### **3. I plan to renew my extension early since I will be out of Thailand when it is normally due. I already have a Re-Entry permit. Do I need to get another Re-Entry permit when I renew?**

Yes. You will need to get a Re-Entry Permit AFTER you renew your extension. Re-Entry permits (single or multiple) will have an expiration date that is the same as the permitted to stay date. Thus, it will expire while you are out of Thailand and not be valid for re-entry. *For example, if your current extension of stay is until February 15, 2014, the Re-Entry Permit you have will expire on February 15, 2014. Since you plan on returning to Thailand after that date, it will have expired. When you do your current renewal early, the new permission to stay stamp will be until February 15, 2015 (one year after your normal anniversary date). After you renew your extension, get a new Re-Entry permit, which will show that it expires on February 15, 2015.*

### **4. If my passport will expire in less than one year from my next scheduled renewal date, will Thai Immigration let me renew my one-year extension of stay?**

Thai Immigration will extend your stay up to the expiration date of your passport; not the usual one-year period. When you obtain your new passport, Thai Immigration will enter information in the new passport about your original visa and all previous extensions of stay. When you are within 30 days of your latest permission to stay date (expiration date of your old passport), you will need to complete another application for extension for one year, have all the necessary documentation supporting the purpose of your extension, e.g. retirement, and pay the extension fee of 1,900 Baht. They will put in a new permission to stay stamp, which should be for one year from the latest one (expiration date of your passport). Your Embassy may also give you a letter with your new passport to give to Thai Immigration (if not, you may want to ask your Embassy for one as we have reports that some Immigration Offices require such a letter or the receipt for payment for the new passport). **NOTE:** *The requirement for an application and fee is a procedure that was implemented on August 13, 2013.*

- 5. Thai Immigration has not changed the financial resource requirements for retirement and marriage extensions in more than 15 years. Eventually, because of continued inflation, they may decide to raise the required amount. If they do, will I then be required to meet the new amount when I renew?**

Not likely. In the past, every time the threshold amount has been raised, all persons with current extensions of stay are "grandfathered" in - meaning that so long as they continue to renew their extensions annually, they only have to meet the requirements that were in effect at the time they initially applied for an extension of stay.

- 6. If I used 800,000 Baht on deposit in a Thai bank when I applied for my first retirement extension, can I later use the Embassy income letter or the combination of income and bank deposit when I renew the extension?**

Yes. Any of the three methods (deposit, income, or income plus deposit) that show you meet the financial resource requirement is acceptable.

- 7. What are the consequences if I cannot renew my extension because I plan to leave Thailand before the time period for renewal and not return until after my current extension date expires?**

You will, of course, no longer have a valid extension of stay. But it is not a major problem. You will just have to go through the initial application process again incurring the costs for a Non-Immigrant Visa (currently 2,000 Baht if you get it from Thai Immigration or equivalent in the currency of the country where you get it if outside of Thailand). Another potential consequence is you may have to meet a higher financial resource amount if it is changed during the period you no longer have a valid extension of stay – see Question 5.

- 8. I will be out of Thailand when my next 90 day address report is due at Thai Immigration, will this be a problem?**

No. The requirement to report your address is if you remain in Thailand for 90 days since you last entered Thailand or since your last address report. If you leave before that due date, you have not remained in Thailand for 90 days, so no report is due. When you return, you will be required to report your address once you have remained in Thailand for 90 days. *For example, your next 90 day address report is due on February 2, 2012 (90 days from your last report). You leave Thailand on January 16, 2012, so you have no reporting requirement as it has been less than 90 days. If you return to Thailand on March 1, 2012, your next address reporting date will be May 30, 2012; 90 days from your last entry into Thailand.*

- 9. I will be leaving Thailand to visit the UK and have a re-entry permit. I will be obtaining a new passport when I visit the UK. Will there be a problem entering Thailand on the new passport?**

There should be no problem. Present both passports at Immigration on arrival at the airport. Be sure to enter the re-entry permit number in the space for "visa number" on the TM.6, Arrival/Departure card. Explain to the Immigration Officer that you obtained a new passport and had an extension of stay and Re-Entry Permit in your old passport. Immigration should put a permission to stay stamp in his new passport with the date corresponding to your latest extension of stay date. After returning, you should take both passports to Immigration and they will transfer the data from the previous passport into the new passport. See # 13 below.

- 10. I will be using the 800,000 Baht on deposit in a Thai bank to meet the financial requirements for a retirement extension; can these funds be in a joint account or a restricted account?**

Many of the Thai Immigration offices including Chonburi (Pattaya) Office will accept a joint account, BUT will credit you with only one half of the amount on deposit; e.g., if you have 900,000 Baht in a joint account, they will consider only 450,000 of it as yours. So to meet the 800,000 Baht requirement for retirement extension, you would need 1.6 million on deposit in the joint account.

A restricted account may be acceptable BUT if it is a time restriction that prohibits you from withdrawing the funds until a specified date or time period, it would not be acceptable. Some banks offer higher interest rates if funds are kept on deposit for specified time periods, but will allow them to be withdrawn at anytime with the penalty being a reduced interest rate. These accounts from all reports are acceptable for meeting the financial requirements for retirement extensions.

**11. I plan to retire in Thailand and my non-Thai spouse will accompany me, but is not yet age 50 or is age 50 but we do not have financial resources that would qualify both of us for retirement extension. Can my spouse also get a one-year extension of stay?**

Yes, but see update below. Thai Immigration regulations allow the spouse of a retiree regardless of age and without having to show financial resources to get an extension of stay for the same period as their retiree spouse. They must have entered Thailand on a Non-Immigrant Visa and a marriage license will be needed to document that the person is your spouse. Also see Question 10, if using money on deposit in a Thai Bank for you to meet the financial requirements – if your spouse is a joint holder on the account, only half the amount in the account will be deemed eligible for you to use to meet the 800,000 Baht requirement.

UPDATE: Recently, a Club member obtained a Non-Immigrant “O-A” Visa – multiple entry- and their spouse obtained a Non-Immigrant “O” Visa. Pattaya Immigration refused to grant the spouse an extension and said they could only do it when the retiree applied for his extension (a multiple entry “O-A” Visa allows a one-year stay on each entry made before its expiration date, which is usually one year from issuance – since his extension period could change, this may have been the reason for the refusal – speculation on our part since the Immigration officers did not offer any reasoning for their decision).

**12. I have been staying in Thailand on a Non-Immigrant “ED” Visa but now qualify for long stay based on retirement. Can I continue to extend my stay, but change the purpose from Education to Retirement?**

No. Thai Immigration requires you have Non-Immigrant “O” Visa to obtain extensions of stay based on retirement. Thus, you will need to leave Thailand and obtain a Non-Immigrant “O” or a Tourist Visa or enter on Visa Exempt status. If entering by Tourist Visa or Visa Exempt, you will need to apply at Bangkok Immigration for a Non-Immigrant “O” Visa which can then be extended for long stay based on retirement.

**13. I have obtained a new passport and need to have Thai Immigration transfer information from my old passport; what will I need to give Immigration?**

Procedures may vary from Immigration Office to Immigration Office. Chonburi (Pattaya) Immigration has an unnumbered form for “Transfer of Information” to be completed and signed. This form requires your name and (1) the old passport number, country of issue, date issued, and date of expiry and (2) the same for your new passport. You will need a photocopy of the face page from your old passport and of the page with your latest permission to stay (extension of stay) stamp. Sign both photocopied pages. In addition, you will need the letter provided by your Embassy requesting Thai Immigration to transfer the information. If you do not have such a letter, make inquiry with your Embassy and request they give you one. We have received reports in the past that it may not be required if it is known to Thai Immigration that your country’s embassy does not provide such a letter. We are aware that Canada, UK, and USA Embassies do provide such letters (no fee).

**14. Can I be banned from re-entering Thailand if I overstay by permission to stay date?**

Yes, effective March 20, 2016, new Regulations will be in force. The old penalty of a fine of 500 baht (20,000 maximum) per day still applies. In addition, the new Regulations provide for banning re-entry from 1 to 10 years depending on the length of overstay and whether it is self-reported or caught by Thai authorities. For Immigration’s information on the penalties - [click here](#).

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