

GLOBAL VISA LAB

YOUR TRUSTED PARTNER FOR INTERNATIONAL VISA SERVICES

THAILAND BUSINESS Evisa APPLICATION PACKAGE

Thank you for choosing Global Visa Lab.
To ensure the efficient and prompt processing of your visa application,
please complete the following sections and submit all the required documents.

1. Checklist
2. Visa Order Form
3. eVisa Questionnaire



PROCESSING NOTE

We will begin processing your application once we have received all the required documents. To avoid delays, please complete the checklist and ensure that all documents are clear and legible before submitting them by email.



WHERE TO SEND YOUR APPLICATION

Please submit all required documents to info@globalvisalab.ch.
We will process your application and send the approved eVisa to you by secure email.
Please ensure you print the approved eVisa and present it to the immigration officer upon arrival at your port of entry.



SUPPORT

Should you have any queries or require assistance with your application, please do not hesitate to contact us. One of our team members will be happy to assist you.



www.globalvisalab.ch



info@globalvisalab.ch



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Postfach 490, 3000 Bern 14

Please tick to confirm you have provided the following: ✓



EVISA QUESTIONNAIRE

- Please find the questionnaire below in this application package
- All questions must be answered in full in order for us to complete your application accurately



COPY OF PASSPORT

- Please provide a clear color scan of the bio/photo page of your passport
- Valid for 6 months from the date of return
- Should contain at least 1 blank visa page
- The passport must contain the signature of the passport holder



1X DIGITAL PHOTOGRAPH

- A digital passport-type photograph (color JPEG scan)
- The photo must have a white background and must have been taken within the past six months
- The photo must be clear with no shadows, pixelization or distortions



BUSINESS LETTER

- Introduction letter by the company in Switzerland addressed to **“Royal Thai Embassy, Kirchstrasse 56, 3097 Liebefeld, Switzerland”** on company letterhead, dated and signed.

The letter must contain the following:

- Applicant details (passport number, issue date and expiry date)
- Designation of the applicant in the company
- Purpose of visit and duration of stay in Thailand
- Name and address of the visiting company in Thailand
- Confirmation to cover all travel expenses including travel health insurance





INVITATION LETTER

- A scan of the business invitation letter from the inviting firm in Thailand addressed to **“Royal Thai Embassy, Kirchstrasse 56, 3097 Liebefeld, Switzerland”** on company letterhead, dated and signed.

The letter must contain the following:

- Applicant details (name, passport number, issue date and expiry date)
- Purpose of visit
- Duration of stay in Thailand



TRAVEL ITINERAY

- Please provide the flight reservation showing your round trip travel with the entry and exit dates for Thailand
- Show the traveler's full name (as written in the passport)



RESIDENCE PERMIT

- If you hold a Swiss passport, please provide either a recent utility bill, bank statement or similar showing your current address
- If you hold a non-Swiss passport, please provide a copy of your valid Residence Permit category B, C or L (G and F category permits will not be accepted)



GLOBAL VISA LAB ORDER FORM

- Please complete the Global Visa Lab Order Form included in this application package



Applicant Details

(As shown in passport)

Given name (s): Surname:

Contact Details

Whom should we contact regarding the order?

Given name (s): Surname:

Phone Number: Email:

Return Date

The date by which your passport or eVisa must be in your possession:

Visa Service

Country:	Entry Date:	Exit Date:	Visa Type (Tourist, Business, Other):	No. of Entries (Single, Double, Multiple):
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Invoice Address

Name:

Company:

Address:

Zip / City:

PO Number/Cost Center etc.:

Delivery Address (If different from invoice address)

Name:

Company:

Address:

Zip / City:

PO Number/Cost Center etc.:

Delivery Method

- Registered Mail Switzerland (A-Post): 8.50 CHF
 Courier Switzerland Standard: 19.50 CHF
 Same Day Courier: Price on request
 Registered Mail Express Switzerland: 20.00 CHF
 Courier Switzerland Express: 24.00 CHF
 Email (only for eVisa)

Payment Method

Credit Card Name on Card: Card No.: Expiry date (mm/yyyy):

Invoice

TWINT

Place | Date:

Signature: _____

Personal Information

Nationality:

Surname: As shown in passport

Given name(s): As shown in passport

Other / former name(s): If applicable

Gender: Male Female

Date of birth: DD/MM/YYYY

Place of birth:

Town/City:

Country:

Marital status: Married Divorced Single Widowed
 Other

Passport number:

Issuing country:

Issuing authority:

Issue date: DD/MM/YYYY

Expiry date: DD/MM/YYYY

Do you have or have you ever held any other nationalities?
 Yes No

If yes Other nationality:

Occupation:

Employer name: If applicable

Annual income: CHF

Applicant Contact Details

Phone number:

Email address:

Current address:

Street:

Town/City:

State/Province:

Postcode:

Country:

Is your permanent address the same as your current address?
 Yes No

If no Permanent address:

Street:

Town/City:

State/Province:

Postcode:

Country:

Travel Details

Purpose of travel:
 Tourism Business Visiting family
 Transit Other

Visa type:
 Single Entry Multiple Entry

Arrival date: DD/MM/YYYY

Departure date: DD/MM/YYYY

Length of stay: Days

Arrival information:

If border crossing Name of checkpoint:

If airport Flight number/Airline:

If seaport Vessel name/number:

Travel Details

Accommodation type:

- Hotel Hostel Guesthouse
 Private Property Dormitory

*Please complete this section if you have selected **hotel, hostel** or **guesthouse**:*

Accommodation name:

Accommodation address:

Street:	<input type="text"/>
Town/City:	<input type="text"/>
State/Province:	<input type="text"/>
Postcode:	<input type="text"/>

*Please complete this section if you have selected **private property** or **dormitory**:*

Inviter's name:

Accommodation address:

Street:	<input type="text"/>
Town/City:	<input type="text"/>
State/Province:	<input type="text"/>
Postcode:	<input type="text"/>

Telephone number:

Have you ever visited Thailand?

- Yes No

Have you previously applied for a visa for Thailand?

- Yes No

Are you travelling as part of a tour group?

- Yes No

Additional Details

Please provide any further information that you think may be relevant to your application:

Modernizing Entry: Thailand Embraces a Paperless System with The Digital Arrival Card

As one of the world's most popular travel destinations, Thailand is revolutionizing its travel infrastructure to create a more seamless and efficient experience for visitors. A key innovation in this effort is the introduction of the digital arrival card system, marking a significant step toward modernizing Thailand's immigration process and aligning it with global trends in smart travel technology.

What is the Thailand Digital Arrival Card?

The Thailand Digital Arrival Card is the electronic version of the traditional disembarkation card that foreign visitors are required to complete upon arrival in Thailand. This card serves as an official record of the traveler's entry and provides essential information to immigration authorities.

This system, designed to replace the traditional paper-based arrival card, promises faster immigration processing, reduced paperwork, and improved border security.

GUIDELINES FOR THAILAND DIGITAL ARRIVAL CARD

Submit it **within 3 days** before arrival in Thailand

1 LOG IN TO THE PORTAL

Registration through:
<https://tdac.immigration.go.th>
or QR Code



2 COMPLETE REGISTRATION

Key Details Required

Personal Information:

Full name, nationality, phone number, Email address and passport details

Trip Information:

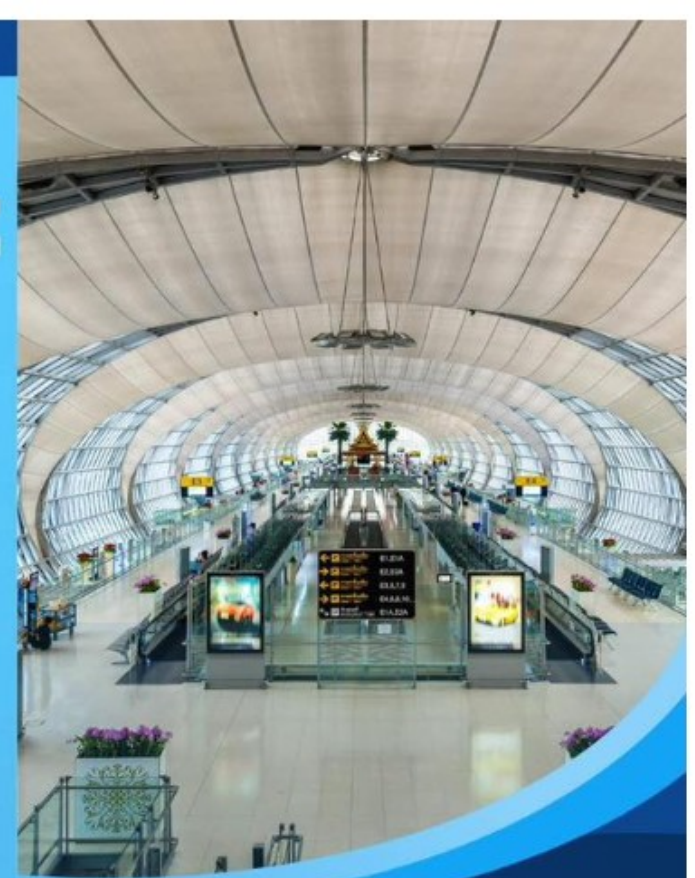
Flight number, purpose of travel, and address in Thailand (e.g., hotel or residential address)

3 SUBMISSION

After completing the form online, you will receive an acknowledgment email at the address provided during submission.

4 AT THE IMMIGRATION COUNTER

Present your acknowledgment email and travel documents to the immigration officer upon arrival for verification.



Guidelines for Thailand Digital Arrival Card

