



The Acknowledgement of Practices for Recipients of Smart Visa

I, (Mr., Mrs., Ms.) NameApplication no.....

Acknowledge the Practices for Recipients of Smart Visa as follows:

1. For Smart Visa Issuance, the immigration officers reserve the rights to request additional documents without prior notice.
2. The visa fee must be prepared in cash in accordance with the permitted period of stay.
3. The immigration officers at One Stop Service Center for Visa and Work Permit reserve the rights to refuse services if improper dress/attire is observed.
4. Your passport or travel document must have enough blank pages for Smart visa stamps. It is required at least **two blank** pages for Smart Visa, stay permit, address, and entry stamp.
5. In case of receiving Smart Visa overseas, foreigners must contact directly the Royal Thai Embassy, Royal Thai Consulate-General, or an official outsourcing partner for consular services such as VFS to make an appointment for visa issuance as soon as possible after receiving the Smart Visa notification letter and inquire about required documents since each embassy reserves the right to request additional documents from applicants.
6. In case of Smart Visa received from overseas appears to contain different information from the notification letter for Smart Visa endorsement such as wrong visa type, permission dates, number of entries, etc. You must attempt to inform the consular officers immediately or notify the Smart Visa unit in written as soon as possible. Failing to do so on the Smart Visa holder part, Smart Visa unit denies any responsibility for what this error might incur.
7. In case the arrival stamp received from an immigration officer at any international airports in Thailand appears to contain different information from your Smart Visa, you must attempt to inform the immigration officers at the airport to revise it immediately. Failing to do so on the Smart Visa holder part, Smart Visa unit denies any responsibility for what this error might incur.
8. Smart Visa holders wishing to extend their permission to stay under Smart Visa:
 - 8.1 Smart Visa holders must apply for renewal of qualification endorsement for Smart Visa Extension at least 60 days before the expiration of Smart Visa by submitting EXTENSION APPLICATION FORM on Smart Visa Online System.
 - 8.2 Smart Visa holders are able to receive Smart Visa extension stamp no more than 90 days in advance before the expiration of the current visa.
9. Smart S holders must provide the renewal of health insurance certificate that covers the entire duration of Smart Visa within 1 month after the current one is expired by sending the copy to smartvisa@boi.go.th
10. Smart Visa holders must report their status and eligibility for Smart Visa by sending SMART VISA STATUS REPORT FORM and supporting documents to smartvisa@boi.go.th on a yearly basis counting from the issuance date of the notification letter of qualification endorsement for Smart Visa.
11. The holder of Smart Visa issued in Thailand shall notify place of residence to the immigration at One Stop Service Center for Visa and Work Permit (OSS) on a yearly basis, counting from the date of Smart Visa Issuance. This can be done 15 days before or 7 days after the due date. However, in the case of a foreigner leaving and re-entering the Kingdom, or a foreigner receiving Smart Visa overseas, the day counting for yearly notification restarts from the date of the latest arrival.
12. Valid Smart Visa stamps must be transferred into the new passport before the expiration of the current passport or running short of passport pages.
13. Your Smart visa received from the Immigration in Thailand always requires cancellation at the one stop service for visa and work permit, Chamchuri Square Bangkok, before its expiration or before changing visa types or your departure from Thailand. If you wish to cancel your smart visa, please notify in written to the Smart Visa Unit by filling out SMART VISA TERMINATION REQUEST FORM and email to smartvisa@boi.go.th as soon as possible or at least 3 working days before the intended cancellation date but not exceeding your existing visa period.
For Smart Visa received from overseas, “the arrival stamp” needs to be cancelled at the immigration, One Stop Service Center for Visa and Work Permit (OSS) only if you wish to change visa type from Smart Visa to other types of visa in Thailand.
14. In case of a Smart Visa holder wishing to continue to reside or work in Thailand after Smart Visa cancellation, the person must apply for an appropriate type of visa and work permit (if applicable) according to the Thai immigration laws and foreign labor related laws before the current visa expires.

I hereby acknowledge and take responsibility for the practices for recipients of Smart Visa.

Signature

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