

## NON – IMMIGRANT VISA “O”

### **Requirement for a Non-Immigrant Visa category “O” for Volunteer from a private organization**

1. An application form completely filled-out.  
(for non-Swedish citizen, please contact the embassy for information )
2. Passport or travel document (must be valid at least 6 months after the arrival date in Thailand )
3. Two recent photos in colour or black & white, size 45mm x 35mm with white background (taken within the past 6 months)
4. Fee 520 SEK per person (*Fee paid in cash when submitting application*)
5. Introduction letter from the organization in Thailand indicating position, qualification, responsibilities and period of stay in Thailand (in English)
6. Organization Registration Certificate
7. CV (English) or your employment certificate
8. Criminal Record issued by Rikspolisstyrelsen (Utdrag ur belastningsregistret) original in English.  
Please check [www.polisen.se](http://www.polisen.se) (the verification must be issued within the past 3 months)

**Note: The Embassy does not provide copying or printing service. All the supporting documents must be issued within the past 3 months. The Embassy reserves the right to keep some documents as reference after processing your visa application.**

**Attention : Application in person or by a representative at the Royal Thai Embassy.  
The Embassy does not accept nor return visa application by post.**

**Process-time :**    **High Season** (September to February) at least 3 working days.  
                          **Low Season** (March to August) at least 1 working day ( not the same day)

### **How to use visa**

**Single Entry** (One entry) The visa holders must use the visa to enter Thailand within 90 days from the date of issue. *With single entry you can stay in Thailand for a maximum of 90 days from the date of entry into Thailand.*

*Please do not apply for a visa earlier than 3 months before your expected date of arrival to Thailand for single entry.*

\*To extend the period of your stay, please contact Immigration Bureau Police Department in Thailand  
[www.immigration.go.th](http://www.immigration.go.th)

### **Remarks**

- ❖ The Embassy will not process a visa application if the application is not complete.
- ❖ The Embassy reserves the right to request more documents or ask for an interview.
- ❖ The Embassy will not return the visa application fee paid if your application has been declined.
- ❖ The Embassy will not return the documents that you have submitted.
- ❖ After collecting the passport with issued visa, the applicant should check the visa carefully to make sure it accords with your purposes and supposed visit to Thailand. If there are any doubts, you must raise it immediately with the staff. Otherwise the applicants will take all the consequences by themselves.