



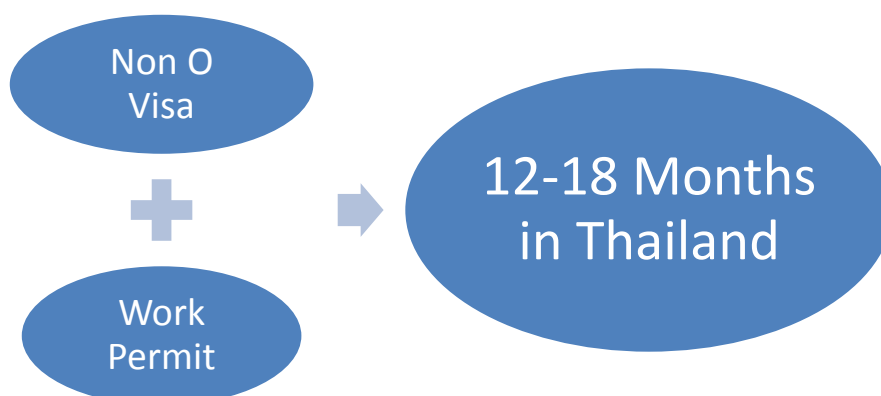
Volunteer Visa & Work Permit Guide

Full Details: <http://www.chiangmaibuddy.com/non-o-visa-thai-work-permit/>



Hello and welcome to the beginning of what could be one or a few years of living in Thailand with a Non O Volunteer Visa and Work Permit. The following is a step by step guide of the documents you will need and the process to go about getting your Non O Visa and Work Permit.

This document assumes you have already paid for and received your application package from Chiang Mai Buddy. Now what comes Next



Steps in the Procedure (Once you have your Volunteer Package)

- 1) You will go to the Thai Embassy in Laos with your Volunteer Non O Visa Application Package (provided by Chiang Mai Buddy) along with

- Your passport that is valid for at least (6) SIX MONTHS before expiry;
- A photo copy of your passport;
- TWO recent color photographs (size 3.5 x 4.5 cm. only)
- Completed [Visa Application Form](#)
- Visa fee paid by cash in THAI BAHT only

Note: To get to Lao you will need to obtain a Lao Visa (about \$35 US or 1300 baht). You will need a photograph and fill in the Application for a Visa (currently provided for you with assistance if you are using a Minivan tour).

Chiang Mai Buddy (Ph 09-068-8112) can arrange to book this Mini Van trip for you, You will be picked up and driven to the boarder, fast tracked through Thai Immigration, have a ride right to the Thai Embassy to drop off your application. Then find somewhere to stay and return the following afternoon

For more details on getting to Vientiane, and how to cross the Freedom bridge you can read the blog post [here](#)

This Application Process takes 2 days



The Laos Thai Embassy
Unit 15, Bourichane Road,
Ban Phosinaun,
Muang Si Sattanak,
Vientiane
Tel. (856-21) 214581-3
Ext. 600 – 601 or
(856-21) 453916, 415337

Open from 8.30 – 12 (Visa Applications) and again from 1pm – 4pm in the afternoon (Pick up Visa).

Except for Thai and Lao holidays, the consulate opens daily from Monday to Friday.

Once the Thai consulate opens, each visa applicant receives – or has to pick – a card with a number. You will then have to wait on the benches outside the smaller open-front building, on the right-hand side of the embassy compound, for your number to be called to submit your documents.

After you've submitted your paperwork, you take the same number card to the main building next door to wait to pay the visa fee and get your receipt. You can pick up your passport, including a fresh visa sticker, from 1 p.m. the next day.

(There's a copy machine for use on the first floor of the smaller building where you apply for your visa first. If you arrive before 8.30 a.m., passport copies, at a fee of 50 Baht, and application forms are also available from visa touts outside the consulate compound.

For a fee of 100 Baht, they can also fill the application form for you.)

Note: Visa touts and agents may reportedly also be helpful if you think you might have a problem with obtaining a fresh tourist visa, or desperately wish to have your visa issued on the same day. If you require their assistance, however, do expect to pay a bit more for the extra service.

Visa fees are as follows (payment exclusively in Thai Baht):

- Tourist Visa – 1,000 Baht per entry (double-entry 2,000 Baht)
- **Non-Immigrant Visa – 2,000 Baht per entry**

You will now have your **90 Day Non O Volunteer Visa**

- 2) Once you are back in Chiang Mai you will need to obtain and bring into Chiang Mai Buddy the following
 - a) Your Passport
 - b) Medical Cert for Work Permit (Includes test for syphilis) 360 Baht from a Hospital (Not a Medical Clinic)
 - c) Copies of Degrees (if you have any) and Resume (CV) will then need to be provided
 - d) 12 photos size 6 x 4 cm and 12 photos 3.5 x 4.5 cm (24 Photo's in total)
 - e) Details of your Address including
 - Name:
 - Nationality:
 - Phone Number:
 - Address of Home Town
 - Address in Thailand
 - Name of School of Degree (if you have a degree) Year and Major
 - Type of job description for your work permit (We will get as close as possible)
- 3) In about one week you will be taken to the Ministry of Employment and issued a letter granting permission to extend your visa one year and a work permit. You will be called for an appointment time, and our Visa agent will pick you up and take you to the office

You will now have your **Work Permit!**



- 4) After 3 months you will be able to go to Immigration (our Visa agent will again assist you) and extend your 3 month Visa. This is up to the Immigration Officer at the Time. It can be extended for another 9 months (making a year) or another 12 months, or another 3 months then another 9 or 12 months.

At the very least you get 12 Months Possibly 18 months

- 5) Every 90 days you will be required to do your 90 day reporting (now available [online](#)) or if this fails (which is often does) you can do in person (details [here](#)) or use the assistance of Chiang Mai Buddy services.
- 6) You will be contacted by the Visa agent (on behalf of the NPO) when you must volunteer your time to the Aim to Kids Charity. If you offer specialist skills that the Charity is able to use in the growth and development of its Website, you will be contacted by the Visa agent or Chiang Mai Buddy about your 3 or 4 days obligation to perform online related services. If you do not have any website or online skills this time will be spent with the charity at the front end with volunteer work with the Children.



That's it Folks

Welcome to Thailand for another 12-18 months!

Chiang Mai Buddy

39 Siri Mangkalajarn, Suthep, Chiang Mai, 50200

39 ศิริมงคลจารย์ ต.สุเทพ อ.เมือง จ.เชียงใหม่ 50200

www.chiangmaibuddy.com