

Public Handbook: The Application for Withdrawal of Endorsement

Agency: Immigration Bureau, Royal Thai police

Regulations and conditions (if any) for the application and the consideration.

An alien does not exit the Kingdom within the endorsement date (1 year).

The service time specified in the handbook starts after an officer has checked and confirmed that the required documents are completed.

Note: An alien who stays in any area must contact the Immigration Office where the alien resides. If there is no Immigration Office in that area, please contact the responsible Immigration Office. Please visit www.immigration.go.th for more information.

Service Channel

<p>Place of Contact Contact in person at the Immigration Office in your area.</p>	<p>Service time Monday to Friday (except public holiday) 08.30 - 16.30 (lunch break from 12.00-13.00)</p>
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Procedures, Time and Responsible Section.

Total Time: 3 working days

No.	Procedures	Time	Responsible Section
1)	<p>Document Checking</p> <p>1) An alien submits the application for Withdrawal of Endorsement</p> <p>2) An officer checks the application and documents</p> <p>3) Register in record book</p> <p>4) An officer interviews the alien</p>	20 mins	-
2)	<p>Consideration</p> <p>1) Proceed to the authorized officer to grant permission</p> <p>2) Record in the record book / withdraw endorsement from computer database</p>	1 Working days	-
3)	<p>Signature/ Committee's Resolutions</p> <p>1) The authorized officer signs on the Withdrawal of Endorsement seals</p> <p>2) An officer returns the Certificate of Residence</p>	10 mins	-

Lists of Required Documents

No.	Documents and Details	Authority
1)	(1) Passport	-
2)	(1) Application for Withdrawal of Endorsement	-
3)	(1) Certificate of Alien Identification Note: Issued by police station where the alien resides	-
4)	(1) Certificate of Residence	Immigration Bureau
5)	(1) Work Permit	Department of Employment

Fee

No.	Details	Amount
	n/a	

Complaint Channel/Service Suggestion

No.	Complaint/Suggestion
1)	Immigration Bureau <i>507 Soi Suanplu, South Sathorn Road, Sathorn District, Bangkok 10120 / Hotline 1178 / Postbox 1178. Suanplu, Bangkok 10120</i>
2)	Any Immigration Office

Form and Sample

No.	Form
	n/a

Note

- Please visit www.immigration.go.th for more information