

KNOW YOUR WORK PERMIT ✨

A Work Permit is an official document issued by the Thai Ministry of Labor that gives foreigners the legal right to work in Thailand.

Without it, working in Thailand is illegal.

01 Work Permit Application Process

- after you sign your employment contract and submit a medical certificate. Once all required documents are complete, HR will submit the application to the Ministry of Labor on the following working day.
- The process usually takes 5 business days. Once approved, you will need to collect it in person

Your Work Permit is only valid during your employment contract. Once your contract ends, your Work Permit will automatically expire as well.

02 Work Permit Extension

- HR will contact you 1 month in advance regarding your work permit extension.
- Please prepare to submit your extension request by the given deadline

You must return your Work Permit to HR within 15 days after resignation date.