



**Embassy of the United States of America
Consular Section, Immigrant Visa Unit
Bangkok, Thailand**

**APPOINTMENT PACKAGE FOR IMMIGRANT VISA APPLICANTS
(Packet 4)**

Dear Visa Applicant:

The person(s) listed on the attached appointment letter should appear in the U.S. Embassy Bangkok's Consular Section waiting room (located at 95 Wireless Road, Lumpini, Bangkok) on the date and time specified in the appointment letter. If any of the person(s) listed on the attached letter cannot come to the appointment, please inform the Embassy Consular Section by email to visasbkiv@state.gov as soon as possible. In order to prepare for your interview, please follow the attached instructions.

FIRST: Obtain the required [Medical Examination Forms](#) ([DS-2054](#), [DS-3025](#), [DS-3026](#), and [DS-3030](#)). The [Medical Examination Instructions](#) handout is also attached.

SECOND: THE DAY OF YOUR APPOINTMENT

ARRIVE ON TIME

- Bring your interview appointment letter (if applicable).
- If you learned your [visa interview appointment date](#) from the Embassy's [website](#) but you do not have an interview letter, you should come to the Consular Section waiting room on the day of your scheduled appointment. You will be allowed to enter **only** at the time of your scheduled appointment.
- Make sure that everyone listed on the appointment letter brings all required documents, **including GSS Registration Confirmation**, if you did *not* send them with packet 3 documents or submitted prior to your interview appointment. Arrange documents in the order found in the *List of Documents* below.
- You are responsible for all information provided in your application. All information is subject to verification.
- The visa interview process may take several hours. Please be prepared to clear your schedule, and have breakfast before arriving at the Embassy.

If the Consular Officer requests additional information or documents during your interview, you will need to submit them to **Thailand Post**, document drop-off locations ([Bangkok locations](#) or [other locations](#)), which will deliver your documents to the U.S. Embassy at this address:

U.S. Embassy Bangkok
120-122 Wireless Road
Lumpini, Patumwan
Bangkok 10330
Attn: CONS/IV

CHILDREN UNDER 14 YEARS OF AGE

A parent or legal guardian should accompany the minor to the visa interview. If a parent or legal guardian cannot attend the interview, another adult may bring a **notarized letter** from the parent or legal guardian authorizing him/her to be the parent's representative.

WAIT UNTIL YOU RECEIVE YOUR VISA TO MAKE TRAVEL PLANS

No assurance can be given in advance that a visa will be issued. Your case will be carefully reviewed by the Consular Officer to determine your eligibility based on U.S. immigration law. **You are advised not to make any travel arrangements, such as resigning from employment, selling property, or purchasing travel tickets until you have physically received your visa. Immigrant visas are valid for six months and are good for one entry into the United States.**

VISA COLLECTION

If your visa application is approved, your passport and visa will be returned to you by Thai Post. Your documents will be delivered to the address you provided when you created your profile registration. It is important for you to provide a valid and correct address in your online profile.

Please note that the designated Post Office of Thai Post will hold your passport for only 7 days, after first attempt of delivery. In case you are not home, a second attempt will be made, notifying you to make an appointment. Otherwise, you can come over to the post office and collect the passport within 7 days. If not, the passport shall be returned to the Embassy.

WARNING

The Consular Section does not endorse or have a "special relationship" with any individual or business that offers advice or assistance with the visa process. No one can guarantee the issuance of a visa to you. All U.S. government forms are free. Beware: many visa applicants lose money or are permanently barred from the United States as a result of misleading information and fraudulent applications provided by visa consultants.

Any document or information presented in connection with your immigrant visa application may be investigated. **Any attempt to misrepresent a material fact to the Consular Officer may make you permanently ineligible to obtain a visa.**

By law, an immigrant visa petitioner may be imprisoned for up to five years, fined up to \$250,000, or both for entering into a marriage contract for the purpose of evading any provision of US immigration laws. In addition, a petitioner may be fined up to \$10,000 and imprisoned for up to five years, or both, for knowingly and willfully falsifying or concealing a material fact or using any false document in submitting a petition.

Inquiries about visas can be made via: visasbkkiv@state.gov. Inquiries should include "IV Inquiry" and the case number (which usually begins with "BNK") in the subject line. No inquiries will be accepted by telephone.

ENCLOSURES:

1. Appointment Letter
2. List of Documents
3. [Medical Examination Instructions](#)

LIST OF DOCUMENTS

Original documents that were not submitted earlier MUST be presented at the interview. You do NOT have to provide duplicate copies or original of documents that you have already submitted to the IV Unit at an earlier stage. You may need to provide updates of some documents which can expire over time.

Medical examination reports are normally valid for six months. Thai police certificates and affidavit of support forms I-864 and I-134 are normally valid for one year. US tax documents must be from the most recent tax year. Please provide new documents if the current ones have expired.

All documents not in English or Thai must be accompanied by certified English translations.

We can return most original documents that you also provide or have provided black-and-white photocopies of.

❑ **PASSPORT:** The passport must be valid for travel to the United States and have at least six (6) months of validity beyond the visa issuance date. An immigrant visa is issued in the same name which appears on the applicant's passport. If you have changed your name due to marriage and would like the visa to reflect the change, your passport must first be amended to include the new name but it is not required that you change your name. Your passport must also show your correct date and place of birth as indicated on your civil documents. Any discrepancies should be corrected by the relevant authorities prior to your interview.

❑ **PREVIOUS PASSPORT(S):** Applicants who have traveled outside of Thailand should present **all** previous passports or submit police reports for any lost or missing previous passports or visas.

❑ **BIRTH CERTIFICATES:** The birth certificate must contain the seal or signature of the official custodian to the record or show that it is an extract from an official record. If you or any children were adopted, you must also submit the final adoption decree. You must also submit birth certificates for all unmarried children under age 21, even if they are not applying for a visa.

Siblings (F4s): Applicants must present the birth certificates of both the petitioning sibling and the applicant.

Parents (IR5s): Must present the birth certificate of both the petitioning child and the applicant's own birth certificate.

❑ **UNOBTAINABLE BIRTH CERTIFICATES:** If an official birth certificate is not obtainable, present the best possible secondary identity evidence, such as a family register along with an ID card, a baptismal certificate, hospital certificate, school records, and/or a notarized affidavit from the applicant's parents.

Family-based case: DNA testing may be recommended to you at your expense if you fail to present sufficient evidence to establish your bona fide relationship with your petitioning relative.

❑ **NAME CHANGE CERTIFICATE(S):** Required if the petitioner, applicant, or applicant's parents or children have ever changed their first name or last name. Name change certificates are required for ALL name changes.

❑ **SINGLE STATUS CERTIFICATE(S):** **May** be required if the applicant is a single adult (age 17 or older), obtainable at the local district office (Thai Amphur).

❑ **MARRIAGE CERTIFICATES:** Both Petitioner and Beneficiary must present all of their official marriage certificates.

❑ **TERMINATION OF PREVIOUS MARRIAGES:** If either Petitioner or Beneficiary was previously married, they must provide proof of termination of that marriage (e.g. death certificate of spouse, final divorce decree or annulment).

Stepchildren cases: Your biological parent and the petitioner must present all marriage certificates and proof of the termination of any previous marriages.

- ❑ **OFFICIAL GRANT OF PERMANENT CUSTODY FOR MINOR CHILDREN:** Please bring an official grant of permanent custody of each child who will accompany you. Evidence of permanent custody is also needed at the time of child's application if the child follows to live with the parent in the United States at a later date.

Please submit an official consent statement from the non-applicant parent granting **permanent** custody for each child to emigrate to and live permanently in the US with the traveling parent. More information on how to execute the consent can be found [here](#). If a statement of consent is not possible, we will accept a court order of sole custody.

- ❑ **IMMIGRATION RECORDS:** Applicants who have been denied admission to the United States, who have requested legal status extensions, who have changed US immigration status, who have applied for asylum, been deported, or granted voluntary departure from the United States must bring all relevant documentation.

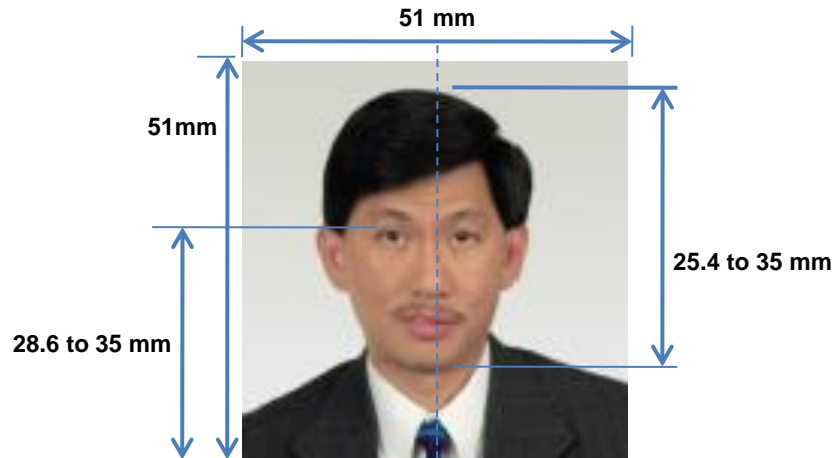
- ❑ **FORM [DS-260, Online Immigrant Visa Application](#):** To complete this online form, visit the [Consular Electronic Application Center \(CEAC\)](#) website and follow the directions on the website.

- ❑ **PHOTOGRAPHS:** Two (2) COLOR frontal view photographs for **each** applicant.

Photographs must meet the following requirements:

- Photos must be 2 x 2 inches (50 x 50 mm)
- Color photograph
- White background
- No borders
- Applicant must face the camera directly
- Applicant's face must cover at least 50% of the area of the photo
- Both ears must be visible
- No earrings
- No head covering
- Photo must be recent (taken no more than six months ago)
- Print name of applicant on the back of the photo

Actual Size



- ❑ **GSS REGISTRATION CONFIRMATION:** For each applicant to confirm that you have created your own personal profile and registered your mailing address at www.ustraveldocs.com/th.

- ❑ **EVIDENCE OF FINANCIAL SUPPORT:** Your Petitioner should present evidence that neither the principal applicant nor any dependent applicants (if applicable) will become a public charge in the United States. Applicants must present a Form [I-864, Affidavit of Support](#) signed by the Petitioner for each traveling applicant with a copy of the petitioner's tax return filing (Form 1040 or equivalent for the most recent tax year with evidence the form was filed with the US treasury), and an employment verification letter. Sponsors' income must meet the [Poverty Guidelines](#) at the time of Affidavit of Support filing. More instructions on how to file the form I-864 can be found [here](#).
- If your petitioner has submitted a Form [I-864](#) to the NVC, check to make sure the form and accompanying tax information is from the current year. If it is not, updated forms will be required to be presented at the interview.
 - **Note for Petitioners Residing Abroad:** In order to qualify as a sponsor, you must meet the domicile requirement. This means that you must show that you have maintained a residence within the United States or taken steps to reestablish your residence in the USA. More details on domicile can be found [here](#).
 - **E visa applicants (work-based)** should submit a notarized employment offer letter on the employer's letterhead stationery. A Form [I-134, Affidavit of Support](#) from the petitioner or a friend in the US may also be submitted to overcome public charge. However, when the petitioner is a business entity, a US citizen or lawful permanent resident (LPR) relative who has a significant ownership interest in the petitioning entity, the petitioner must submit a Form [I-864, Affidavit of Support](#), not I-134. The principal applicant should also sign a Form [I-134](#) for each dependent applicant. More instructions on how to file the form I-134 can be found [here](#).
 - **Diversity Visa applicants** are encouraged to submit a Form [I-134, Affidavit of Support](#) from a friend or family member in the United States. More instructions on how to file the form I-134 can be found [here](#).
- ❑ **POLICE RECORDS:** Each applicant aged 16 years or over is required to submit a certificate from the appropriate judicial or police authorities from the country of the applicant's nationality or current residence. Instruction for Thai Police Clearance Certificate can be obtained [here](#).
- ❑ **FOREIGN POLICE RECORDS:** Each applicant is required to submit a certificate from the appropriate judicial or police authorities from all countries (except for the United States) where the applicant has resided for twelve months or more since attaining the age of sixteen.
- For countries maintaining national police records, a certificate from the national police or judicial authorities must be submitted.
 - For countries not maintaining national police records, a certificate must be obtained from each locality.
 - A police certificate must also be obtained from the police authorities of any place where the applicant has been arrested for any reason, regardless of the length of residence.
 - Police records from certain countries are considered unobtainable. Instructions on how to obtain police certificates from other countries can be located [here](#).
- ❑ **COURT AND PRISON RECORDS:** Persons arrested or convicted of a crime for any reason in any country (including the United States) must present a certified copy and an English translation of each court conviction and any prison record, regardless of whether the charges were ultimately dropped, the applicant was found innocent, or benefited from an amnesty, pardon or other act of clemency.

The section of law which indicates the maximum penalty and an English translation must be submitted with each court record.

- ❑ **MARITAL STATUS CERTIFICATE:** Required if you have a child born out of wedlock, without a registered the marriage. This letter must be issued by a legal authority (Amphur or Court).
- ❑ **EVIDENCE OF RELATIONSHIP:** In order to issue a decision in your case, the adjudicating officer must be convinced of your relationship with the petitioner. You must bring with you at the time of interview sufficient evidence that you have a legitimate, ongoing relationship with the person who has petitioned for you, such as photographs, letters, detailed phone records from telephone companies (prepaid phone cards are not acceptable unless they include detail of individual calls), e-mails, old household registries, and/or any other evidence that demonstrates your relationship with the petitioner over time. Failure to bring these items will delay your case or result in revocation of your petition. If the Consular Officer is not convinced of your relationship with the petitioner, he/she may require you to submit further evidence. Your spouse is not permitted to be present at the interview.
- ❑ **APPLICATION FEE:** If your petitioner has not already paid for your visa application and surcharge fees, and for all locally-filed petition cases, the applicant must bring **US\$325 (US\$330 for ALL Diversity Visa Program applicants since there is no petitioner in those cases)** or the Thai baht equivalent to pay these fees. If you are not sure if they have already been paid, you should come prepared to pay the fees for each visa applicant, regardless of age. If you paid the fee in the U.S., you do not need to pay again at the time of the interview. Legally, the Consular Officer cannot interview you until these fees have been paid. The fees are non-refundable even if an applicant is found ineligible to receive a visa. The fees must be paid in U.S. dollars or Thai baht equivalent at the current official exchange rate **at the Embassy's Cashier at the time of interview**. Credit cards (only American Express, Discover, Diners Club, MasterCard and VISA) are accepted.
- ❑ **MEDICAL EXAMINATION:** See enclosed [Medical Examination Instructions](#). **Do not open the sealed medical examination envelope(s)**. You should bring the digital radiography CD with you to the interview.

INSTRUCTIONS FOR MEDICAL EXAMINATION

As part of your application for a visa to enter the United States, you are required to undergo a medical examination. The following physicians have received authorization from this Embassy to conduct official medical examinations of visa applicants. Medical examinations from any other physician are not acceptable for visa application purposes. The fees listed below are for the medical examination only. You may be required to pay a separate fee for immunizations.

BANGKOK

Bangkok Nursing Home (BNH)

9/1 Convent Road, Silom, Bangkok
Tel. (02) 686-2700

Dr. Kessanee Oralsatheinrakul
Dr. Jittima Thamarpirat

Fee: Adults 2,850 Baht
Children (under 15) 2,750 Baht

Bumrungrad Hospital

33 Sukhumvit Soi 3 (Soi Nana Nua), Bangkok
Tel. (02) 667-1000

Dr. Watcharaphong Sae-Chere
Dr. Prapaporn Phimphilai
Dr. Wiwat Wongsirisak
Dr. Yaowarat Wajanaponsan

Fee: Adults 2,755 Baht
Children (under 15) 2,478 Baht

CHIANG MAI

McCormick Hospital

133 Kaewnavarat Road, Chiang Mai
Tel. (053) 921-777

Dr. Uthai Jesadaporn
Dr. Arida Chandacham
Dr. Prasit Iamsurey

Fee: Adults 2,000 Baht
Children (under 15) 1,500 Baht

PLEASE NOTE

You should present your complete medical and immunization records to the physician at your exam appointment.

Bring the following documents to your medical exam:

- Your valid passport
- Three (1 x 1 ½ inches) photographs
- [Medical Examination Forms](#) ([DS-2054](#), [DS-3025](#), [DS-3026](#), and [DS-3030](#))
- Your vaccination records
- All relevant information concerning your medical history:
 - If you are taking any medications, you should know their names and composition.
 - If you currently or have previously suffered from an illness, have had major surgery or trauma, or physical or mental impairment, please bring documentation from the doctor or medical institution that treated you.

Failure to provide this information during your medical examination will cause your visa process to be delayed. Be assured remember that the information provided to the doctor is confidential.

IMPORTANT NOTICE TO IMMIGRANT VISA APPLICANTS CONCERNING VACCINATION REQUIREMENTS

United States immigration law requires immigrant visa applicants to obtain certain vaccinations (listed below) prior to the issuance of a visa. Panel physicians who conduct medical examinations are now required to verify that visa applicants have met the new vaccination requirements, or that it is medically inappropriate for the visa applicant to receive one or more of the listed vaccinations:

- Hepatitis A
- Hepatitis B
- Influenza
- Influenza type B (Hib)
- Measles
- Meningococcal
- Mumps
- Pneumococcal
- Pertussis
- Polio
- Rotavirus
- Rubella
- Tetanus and diphtheria toxoids
- Varicella

In order to assist the panel physician, and to avoid processing delays, **all immigrant visa applicants** should have their vaccination records available for the panel physician's review at the time of the medical examination. You should consult with your regular health care provider to obtain a copy of your immunization record, if one is available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirements. Certain waivers of the vaccination requirements are available upon the recommendation of the panel physician.

Only a physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history, and current medical condition.