

Police Clearance Certificate

Foreign applicants residing in Thailand or having previously worked or resided in Thailand, can apply for Thai Police Clearance Certificates at the Police Clearance Service Center, Special Branch, Royal Thai Police at the following address:

Police Clearance Service Center, Special Branch, Royal Thai Police

Building 24, Royal Thai Police Headquarters,

Rama 1, Pathumwan, Bangkok 10330, Thailand

Phone: 0066 2 205 2168-9

Fax: 0066 2 205 1295

Website: <http://www.pcsccenter.sb.police.go.th/eng/>

E-mail: pcsc.thaipolice@gmail.com

Applicants are required to follow the following procedure:

- All applications must be sent by post to the Police Clearance Service Centre, Thailand.
- The Royal Thai Embassy does not involve in submitting the application or following up the application, merely here to provide information.
- How to obtain a Certificate of Good Conduct from The Royal Thai Police in Thailand:

Prepare document for applying for police clearance certificate by post office (For an applicant residing abroad only)

Please prepare document as below:

1. Certified photocopy of valid passport
2. Certified photocopy of Thai Visa
3. Certified photocopy of present Visa in case you are a foreigner (student visa, working visa, resident visa and others) or a letter requesting for 'Record Check' from the Embassy
4. Document(s) stating that the applicant used to work or reside in Thailand.
5. A photocopy of Thai working permit (if available)
6. A letter explaining the purpose of request and which country to use (only one country) or state clearly in the application form. The application form can be downloaded at

<http://www.pcsccenter.sb.police.go.th/eng/>

7. Two photographs (1 inch or 2 inches)
8. Two sets of original fingerprints. Fingerprints must be taken at a local police station or the Royal Thai Embassy or the Royal Thai Consulate-General in your country together with the official seal and signature of the official in charge of taking the fingerprints.
9. A self-addressed envelope enclosed with the postage fee (international postage stamp which can be purchased at your local post office)
10. Sent the service charge for a police clearance certificate, 100 baht, by TELEGRAPHIC TRANSFER
11. An applicant is needed to provide postage fee in order to mail certificate back to the applicant. We would not take responsibility for lost if nobody receives it. Any changes of new addresses must be informed immediately otherwise the application process must be restarted.

Note: If any criminal record is found or all required documents are not completed, then, it will take longer to issue the certificate.

PLEASE NOTE

For further enquiries, please contact the direct authority; Police Clearance Service Center, Thailand

How to Pay for the Certificate Service Charge Fee

The Police Clearance Center would like to inform you that the delivery of the Certificate of Good Conduct will be charged for amount 100 baht. A fee will be used for criminal background checking as a part of the application process. This announcement is effective from 1 October 2012.

For postage delivery, you need to enclose self-addressed envelope, postage stamp and a confirmation of transferred money to The Police Clearance Service Center bank account, details as follows:

Bank Name/Branch: UOB Bank / Siam Square Branch

Bank Code: 024

Branch Code: 772

Swift Code: UOVBTBKB

Bank Address: 410-410/1 Siam Square Soi 6, Rama I Road, Patumwan, Bangkok Thailand

Account Name: The Police Clearance Service Center

Account Number: 772-163-299-0

Account Type: Saving Account

Amount: 100 Baht (one hundred baht)
