

WHAT'S INVOLVED?

Opening a company in Thailand may sometimes appear to be an overwhelming process. To help you prepare and understand the steps that are usually taken, we have put together this 'sequence of events' that usually occur in the process of getting a company established here. Please note that this is for guideline purposes only, does not list all the details, as exact requirements depend on the type of company you are establishing, the industry it is in, its principals, licensing and product involved.

Of course Business Mission Asia can help you with every step and answer any questions you may have.

1. Company formation.

- Reserve the company name;
- Address where the company will be registered, usually the actual place of business;
- File a Memorandum of Association;
- Actual Company Registration;
- VAT Registration.

3-4 weeks

2. Non-Immigrant 'B' Visa application.

This is needed if the director/authorised signature is a foreigner and plans to work in the business in Thailand.

- The company registration documents are needed for this step;
- The application is usually made in a Thai Embassy outside Thailand.

2-3 days

3. Re-Entry Permit.

- In case the visa is for a single-entry only and the applicant plans to travel outside Thailand during the term of the visa, this stamp is needed.

30-60 min

4. Work Permit application.

- The company registration, VAT registration as well as a Non-Immigrant B visa are needed for this step;
- Other items needed include the applicant's resume, a Thai medical certificate, etcetera;
- The client will need to visit the Labour Department in person.

1-7 days

5. Company Bank Account Opening.

Standard items needed usually include;

- Company registration and seal;
- Passport of the authorised signature;
- Resolution of the Board and Minutes of Meeting resolving to open the bank account;
- An opening deposit;
- In most cases if the signature is a foreigner, a work permit must be shown.

1 hour

6. Other necessities of a starting company.

- A corporate identity; logo, brochure, business cards, stationery, website, email;
- Thai staff, for convenience of doing business locally and for work permit purposes;
- Restaurant/Liquor & Tobacco/Spa/Import License, Customs Card, as may be applicable;

Contact the Legal Department at Business Mission Asia for more information today!