

PUBLIC HANDBOOK

Service	Consideration of Requests under the Exchange Control Act	
Responsible Unit	Approval Team, Foreign Exchange Administration and Policy Department, Bank of Thailand (BOT)	
Scope of Service		
Location/Channel of Service	Operating Hours	
A requester submits a request to a financial institution that he/she is using, anywhere nationwide. The request shall then be sent to the BOT through the Exchange Control Approval and Reporting System (ECARS)	Monday – Friday (except financial institutions public holidays as announced by the BOT) during 8.30 – 15.00 hrs.	

Rules, Methods and Conditions in Making a Request

Definitions

- 1) Competent officer means a Competent Exchange Control Officer, Approval Team, Foreign Exchange Administration and Policy Department, BOT.
- 2) Financial institution means an approved juristic person in accordance with the Exchange Control Act, namely all commercial banks, Export-Import Bank of Thailand, Islamic Bank of Thailand, Government Savings Bank, Small and Medium Enterprise Development Bank of Thailand and Bank of Agriculture and Agricultural Cooperatives.
- 3) Requester means a requester in accordance with the Exchange Control Act.

Rules, procedures and conditions in making a request

- 1) A requester downloads a standard request under the Exchange Control Act (request) from the website [www.bot.or.th/Financial Markets/Foreign Exchange Regulations/Report Form/1](http://www.bot.or.th/Financial%20Markets/Foreign%20Exchange%20Regulations/Report%20Form/1). Standard Request under the Exchange Control Act, selects a request, fills in details and attach required documents in the order which appears in the concerned standard request. If the requester wishes to use his/her own letter of request, he/she must include information and documents with details that match those indicated in the BOT's standard request.
- 2) The requester submits a request through a financial institution so that information and documents can be preliminarily verified. The financial institution can also give advice on how to fill out information and attach documents required in considering the request to ensure its completeness (in accordance with the Notification of the Ministry of Finance on Directions of the Minister to Authorized Agents, dated 31 March B.E. 2547 (2004) and amendments thereafter) Then, the financial institution shall send the request to the BOT via the Exchange Control

Rules, Methods and Conditions in Making a Request

Approval and Reporting System (ECARS).

- 3) The process will begin on the day the request is received i.e. when it is sent from the financial institution to the BOT via ECARS.
- 4) The Competent Officer shall accept requests on Monday – Friday during 8.30 – 15.00 hrs. In case a request is sent outside these hours, it shall be deemed that the request is received on the next business day.
- 6) The requester must fill out information and attach documents required by the BOT in approving the request, ensuring that details are complete and consistent. In case any reference is made, the referred document must also be included to help substantiate the information used in considering the request, otherwise such information may not carry enough weight to be used.
- 7) If the information and documents are in languages other than Thai or English, a translation into Thai or English must be provided and signed by the authorized signatory or the authorized person of the requester.
- 8) All pages of every document must be certified by signature of the authorized signatory or the authorized person of the requester. For example, in case of a juristic person in Thailand, the authorized signatory must be the same person as the one indicated in item 3 in the certification of registered capital, most recently issued by the Ministry of Commerce. It must also be stamped with a corporate seal (in case of juristic person) (if any).
- 9) The requester must indicate the first and last name of a contact person, including his/her telephone number, fax number and email address, in the standard request under the Exchange Control Act. This is to confirm that the said contact person is the person that the requester assigns to coordinate with the requester e.g. for the BOT to contact in informing that the request is complete or to seek clarification. In case the BOT has any additional queries, it may ask the requester to provide explanation or clarification in-person to support the request.
- 10) Upon receiving the request, the Competent Officer shall preliminarily verify information and documents to ensure completeness. If it is deemed that certain information is missing, the Competent Officer shall prepare a memo on incomplete information or a request for revision and additional information (request revision form) and proceed as follows.
 - 10.1) In case the request was submitted via a financial institution, the Competent Officer shall send the request revision form to the requester's financial institution via ECARS. The financial institution has the duty to notify the requester to revise and/or submit additional documents to ensure request completeness within the timeframe stipulated in the request revision form. If the timeframe is lapsed, the BOT shall reject the request.

Rules, Methods and Conditions in Making a Request

- 11) The Competent Officer shall consider complete requests on a first come-first served basis. The Competent Officer shall neither begin considering the request nor consider the process started until the requester correctly and completely revises the request and/or submits additional documents in accordance with the request revision form.
- 12) After the requester correctly and completely submits documents to the BOT, should the Competent Officer find that the information and documents are inconsistent or the information is not substantiated, the Competent Officer may ask the requester to provide additional clarification in-person.
- 13) In case the requester cannot provide clarification, the Competent Officer may reject the request. If the requester still wishes to make a request, a new request must be submitted after he/she is able to correctly and completely provide clarification or submit additional documents as required by the Competent Officer.
- 14) Upon finalizing the consideration, the Competent Officer shall notify the requester of the results within 7 business days. If the request was submitted through a financial institution, the financial institution shall send an officer to collect the letter of notification.

Procedures and Service Time

Procedure Type	Details	Service Time	Time Unit	Responsible Unit
1. Document verification	Upon receiving the request, the Competent Officer shall verify information and documents to ensure completeness. If it is deemed that certain information is missing, the Competent Officer shall prepare a request for revision and additional information (request revision form) for the requester to correctly and completely revise and/or submit additional documents within the timeframe stipulated in the request revision form. If the timeframe is lapsed, the BOT shall reject the request.	1	Day	Foreign Exchange Administration and Policy Department

2. Approval consideration	After the requester correctly and completely revises the request, provides clarification or submits additional documents, should the Competent Officer find that the information and documents are inconsistent or the information is not substantiated, the Competent Officer may ask the requester to provide additional clarification about such inconsistency in-person to support request consideration. The Competent Officer shall neither begin considering the request nor consider the process started until the requester correctly and completely revises the request, clarifies facts and/or submits additional documents in accordance with the request revision form.	14	Days	Foreign Exchange Administration and Policy Department
3. Approval consideration	The Competent Officer shall consider complete requests on a first come-first served basis by submitting them to be signed by the authorized signatory through the Department's line of authority. The results shall then be notified to the requester.	15	Days	Foreign Exchange Administration and Policy Department

Service Time
The Competent Officer shall finalize request consideration within 30 days, counting from the day that all information and documents are received, where the contents of such must be correct, complete and consistent.
Documents to be Attached
The requester must fill out information and attach documents as required by the BOT (see attachment) as follows.

(1) To be used in considering requests, all information and documents must be complete and consistent. In case any reference is made by the requester, the referred document must also be included to help substantiate the information used in considering the request, otherwise such information may not carry enough weight to be used.

2) If the information and documents are in languages other than Thai or English, a translation into Thai or English must be provided and signed by the authorized signatory or the authorized person of the requester.

3) All pages of every document must be certified by signature of the authorized signatory or the authorized person of the requester. For example, in case of a juristic person in Thailand, the authorized signatory must be the same person as the one indicated in item 3 in the certification of registered capital, most recently issued by the Ministry of Commerce. It must also be stamped with a corporate seal (in case of juristic person) (if any).

Fee

None

Complaint Handling

In case service is not in accordance with the terms of reference indicated above, complaint can be filed with the followings.

(1) Team Executive, Approval Team, Tel. 0 2283 5122 or

(2) Division Executive, Foreign Exchange Analysis Division, Tel. 0 2283 5171

(3) Foreign Exchange Administration and Policy Department, Bank of Thailand (Headquarters), 273 Samsen Road, Watsamphraya, Phra Nakhon District, Bangkok 10200, Tel 0 2283 5325

(4) Public Service Centre, Office of the Permanent Secretary, the Prime Minister's Office

(Remark: (No. 1 Pissanulok Rd., Dusit, Bangkok 10300 / Hotline 1111 / www.1111.go.th / PO Box 1111 No. 1 Pissanulok Rd., Dusit, Bangkok 10300)

Request Types and Topics

Request Type	Topics
1. Foreign Currency Deposit (FCD) Account at a Local Institution	1.1 Foreign Exchange (FX) between Thai Persons
2. Foreign Currency Deposit (FCD) Account at a Foreign Institution	2.1 Non-repatriated Income for the Purpose of Settling Other Obligations/or to be Accumulated for Future Repatriation 2.2 Transferring Funds Out of Thailand for Future Payment Obligation
3. Foreign Exchange (FX) Hedging Contract	3.1 FX Hedging with Financial Institution in Thailand for Oneself (No Underlying Transaction under the Exchange Control Act) 3.2 FX Hedging with Financial Institution in Thailand Based on Over 1-Year Forecast 3.3 FX Hedging with Financial Institution in Thailand on Behalf of Group Companies 3.4 FX Hedging with Financial Institution in Thailand on FX-linked Obligation (Purchase/Sale of Goods/Services between Thai Persons with FX Pricing and Baht Equivalence Payment) 3.5 Cross Currency Swap (CCS) with Financial Institution in Thailand to Convert Baht Denominated Debt into FX 3.6 Foreign Exchange (FX) Hedging with Foreign Counterparty
4. Commodity Hedging	4.1 Commodity Hedging with Foreign Counterparty
5. Other Derivative Contracts	5.1 Receiving/Paying a Net Amount of Derivative Contracts (e.g. IRS) in Foreign Exchange (FX)
6. Investment	6.1 Thai Direct Investment (<10%)
7. Loan	7.1 Loan to a Foreign Borrower (Non-group Company) in an Amount over the Legal Limit
8. Loan Repayment to Foreign Lender	8.1 Loan Repayment to Foreign Lender (No Evidence of Loan Inflow as Required by Law) 8.2 Loan Repayment to Foreign Lender (No Loan Inflow as Funds were used to Purchase Goods/Services from Foreigner Seller) 8.3 Loan Repayment to Foreign Lender (No Loan Inflow as Loan was Converted from Debt Obligation for Payment for

	Goods/Services) 8.4 Loan Repayment to Foreign Lender (No Loan Inflow under Conditions other than 8.2 and 8.3)
9. Payment for Goods and Services	9.1 Payment for Goods and Services by Multi-party Netting 9.2 Gross Payment for Goods and Services through a Settlement Centre 9.3 Export Receipt (Period Exceeding 360 Days) 9.4 Payment for Non-Imported Goods (Only Items not Approved by Law)
10. Others (Thai Person)	10.1 Loan Guarantee Payment for Business Operating Abroad 10.2 Outward Funds Transfer in an Amount over the Legal Limit (e.g. Transfer of Funds Belonging to a Thai Person with Permanent Residency Abroad, Transfer of Inheritance to an Inheritor with Permanent Residency Abroad, Transfer of Funds to Family or Relatives with Permanent Residency Abroad, Transfer of Funds for Foreign Property Purchase or Donation, over the Legal Limit)
11. Others (Foreign Person)	11.1 Transfer of Inheritance belonging to a Foreign Person
12. Others	12.1 Cases other than 1 – 11

Acronyms: FX – Foreign Exchange
FCD – Foreign Currency Deposit Account

Information and Documents* Required in Considering a Request under the Exchange Control Act

***Remarks**

- (1) To be used in considering requests, all information and documents must be complete and consistent. In case any reference is made by the requester, the referred document must also be included to help substantiate the information used in considering the request, otherwise such information may not carry enough weight to be used.
- (2) If the information and documents are in languages other than Thai or English, a translation into Thai or English must be provided and signed by the authorized signatory or the authorized person of the requester.
- (3) All pages of every document must be certified by signature of the authorized signatory or the authorized person of the requester. For example, in case of a juristic person in Thailand, the authorized signatory must be the same person as the one indicated in item 3 in the certification of registered capital, most recently issued by the Ministry of Commerce. It must also be stamped with a corporate seal (in case of juristic person) (if any).

Information and Documents that are Common across Requests

Information	Document
<ul style="list-style-type: none"><input type="checkbox"/> Request topic<input type="checkbox"/> Request amount<input type="checkbox"/> Transaction period<input type="checkbox"/> Rationale<input type="checkbox"/> Main sources of income and expenditure of the concerned business<input type="checkbox"/> Number and date of former request (for request extension)<input type="checkbox"/> Amount used under former request (for request extension)<input type="checkbox"/> Number and date of related requests (if any)	<ul style="list-style-type: none"><input type="checkbox"/> Standard Request under the Exchange Control Act (download from www.bot.or.th, selecting a relevant request) with all information provided as indicated<input type="checkbox"/> Copy of identification document e.g. certificate of incorporation issued by the Ministry of Commerce/national ID card/passport (as the case may be)

Additional Information and Documents that Differ across Request

Information	Document
1. Foreign Currency Deposit (FCD) Account at a Local Institution	
1.1 Foreign Exchange (FX) between Thai Persons	
<input type="checkbox"/> Sources of FX for payment (if source of FX is FCD, please indicate whether the account is at a local bank, if so, which account) <input type="checkbox"/> Explain what the Thai FX receiver intends to use the FX for e.g. payment for a foreign obligation <input type="checkbox"/> (for P2P lending) Please explain whether the borrower will repay in FX, if so, from what sources	<input type="checkbox"/> Copy of document showing obligation between Thai persons e.g. an agreement for purchase/sale of goods or services to be settled by FX or a loan agreement with details <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
2. Foreign Currency Deposit (FCD) Account at a Foreign Institution	
2.1 Non-repatriated Income for the Purpose of Settling Other Obligations/or to be Accumulated for Future Repatriation	
<input type="checkbox"/> Amount to be deposited per year <input type="checkbox"/> Name of foreign account holder <input type="checkbox"/> Maximum outstanding account balance at end of day <input type="checkbox"/> Sources of FX to be deposited (from which sources of income) <input type="checkbox"/> Uses of FX in the account (purposes of FX withdrawal and types of payment) <input type="checkbox"/> Actual value of payment obligation in the previous year (if any) <input type="checkbox"/> Where the request amount exceeds the actual value of payment obligation in the previous year, please provide a rationale	<input type="checkbox"/> Copy of document showing outstanding obligation e.g. a loan agreement (please highlight a creditor's order or relevant texts) <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
2.2 Transferring Funds Out of Thailand for Future Payment Obligation	
<input type="checkbox"/> Transferred amount to be deposited per year	<input type="checkbox"/> Copy of document showing outstanding obligation e.g. a loan agreement (please

Information	Document
<ul style="list-style-type: none"> <input type="checkbox"/> Name of foreign account holder <input type="checkbox"/> Maximum outstanding account balance at end of day <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or depositing baht into non-resident baht account (please explain) <input type="checkbox"/> Uses of FX in the account (purposes of FX withdrawal and types of payment) <input type="checkbox"/> Actual value of payment obligation in the previous year (if any) <input type="checkbox"/> Where the request amount exceeds the actual value of payment obligation in the previous year, please provide a rationale 	<ul style="list-style-type: none"> highlight a creditor's order or relevant texts) <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents

3. Foreign Exchange (FX) Hedging Contract

3.1 FX Hedging with Financial Institution in Thailand for Oneself (No Underlying Transaction under the Exchange Control Act)

<ul style="list-style-type: none"> <input type="checkbox"/> Describe your hedging policy <input type="checkbox"/> Amount of transaction per year <input type="checkbox"/> Describe nature of hedging transaction e.g. FX purchase or sale, transaction type (forward, swap etc.), currency, amount, contract date, contract duration, name of counterparty, settlement method (gross or net) <input type="checkbox"/> Nature of underlying transaction/or sources of risk <input type="checkbox"/> Actual value of underlying transaction in the previous year <input type="checkbox"/> Where the request amount exceeds the actual value of underlying transaction in the previous year, please provide a rationale 	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of hedging policy document <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
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Information	Document
<input type="checkbox"/> Explain whether the transaction is immediate in full or gradual and how = <input type="checkbox"/> Explain the unwinding process in details (if any)	
3.2 FX Hedging with Financial Institution in Thailand Based on Over 1-Year Forecast	
<input type="checkbox"/> Describe your hedging policy <input type="checkbox"/> Amount of transaction per year <input type="checkbox"/> Describe nature of hedging transaction e.g. FX purchase or sale, transaction type (forward, swap etc.), currency, amount, contract date, contract duration, name of counterparty, settlement method (gross or net) <input type="checkbox"/> Nature of underlying transaction/or sources of risk <input type="checkbox"/> Actual value of underlying transaction in the previous year <input type="checkbox"/> Where the request amount exceeds the actual value of underlying transaction in the previous year, please provide a rationale <input type="checkbox"/> Explain whether the transaction is immediate in full or gradual and how	<input type="checkbox"/> Copy of hedging policy document which requires hedging based on over 1-year forecast <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
3.3 FX Hedging with Financial Institution in Thailand on Behalf of Group Companies	
<input type="checkbox"/> List of group companies <input type="checkbox"/> Describe the relationship between the requester and group companies e.g. any cross shareholding and how <input type="checkbox"/> Amount of transaction per year (does this include the amount of the requester's company? How?) <input type="checkbox"/> Describe nature of hedging transaction e.g. FX purchase or sale, transaction type	<input type="checkbox"/> Power of attorney from group companies (for first time request) <input type="checkbox"/> Copy of list of shareholders (BorOrJor 5) of the requester and group companies (for first time request) <input type="checkbox"/> Copy of the latest year's audited financial statement of the requester and group companies <input type="checkbox"/> Copies of other supporting documents

Information	Document
<p>(forward, swap etc.), currency, amount, contract date, contract duration, name of counterparty, settlement method (gross or net)</p> <ul style="list-style-type: none"> <input type="checkbox"/> At settlement date, which company will make payment and how <input type="checkbox"/> Nature of underlying transaction/or sources of risk <input type="checkbox"/> Actual value of underlying transaction in the previous year <input type="checkbox"/> Where the request amount exceeds the actual value of underlying transaction in the previous year, please provide a rationale <input type="checkbox"/> Explain whether the transaction is immediate in full or gradual and how 	
<p>3.4 FX Hedging with Financial Institution in Thailand on FX-linked Obligation (Purchase/Sale of Goods/Services between Thai</p>	
<ul style="list-style-type: none"> <input type="checkbox"/> Describe nature of hedging transaction e.g. FX purchase or sale, transaction type (forward, swap etc.), currency, amount, contract date, contract duration, name of counterparty, settlement method (gross or net) <input type="checkbox"/> Nature of underlying transaction/or sources of risk <input type="checkbox"/> Actual value of underlying transaction in the previous year <input type="checkbox"/> Where the request amount exceeds the actual value of underlying transaction in the previous year, please provide a rationale <input type="checkbox"/> Explain whether the transaction is 	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of agreement for purchase/sale of goods/services with FX pricing and baht equivalence payment (please highlight relevant texts) <input type="checkbox"/> Copies of other supporting documents

Information	Document
<p>immediate in full or gradual and how =</p> <p><input type="checkbox"/> Explain the unwinding process in details (if any)</p>	
<p>3.5 Cross Currency Swap (CCS) with Financial Institution in Thailand to Convert Baht Denominated Debt into FX</p>	
<p><input type="checkbox"/> Describe nature of baht denominated debt e.g. amount, repayment period, interest rate</p> <p><input type="checkbox"/> Describe nature of CCS transaction e.g. currency, amount, contract date, contract duration, name of counterparty, settlement method and date, any initial exchange</p> <p><input type="checkbox"/> Where there is an initial exchange, please explain the purpose FX payment and indicate payment date</p> <p><input type="checkbox"/> Sources of FX for payment of final CCS transaction</p> <p><input type="checkbox"/> Explain whether the transaction is immediate in full or gradual and how</p> <p><input type="checkbox"/> Explain the unwinding process in details (if any)</p>	<p><input type="checkbox"/> Copy of baht denominated debt e.g. baht denominated loan agreement</p> <p><input type="checkbox"/> Copy of CCS contract or term sheet (draft is acceptable)</p> <p><input type="checkbox"/> Copies of other supporting documents</p>
<p>3.6 Foreign Exchange (FX) Hedging with Foreign Counterparty</p>	
<p><input type="checkbox"/> Describe your hedging policy</p> <p><input type="checkbox"/> Describe nature of hedging transaction e.g. FX purchase or sale, transaction type (forward, swap etc.), currency, amount, contract date, contract duration, name of counterparty, settlement method (gross or net)</p> <p><input type="checkbox"/> Nature of underlying transaction/or sources of risk</p> <p><input type="checkbox"/> Actual value of underlying transaction in</p>	<p><input type="checkbox"/> Copy of hedging policy document which requires hedging with a foreign counterparty</p> <p><input type="checkbox"/> Copy of relevant derivative contract (draft is acceptable)</p> <p><input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person)</p> <p><input type="checkbox"/> Copies of other supporting documents</p>

Information	Document
<p>the previous year</p> <ul style="list-style-type: none"> <input type="checkbox"/> Where the request amount exceeds the actual value of underlying transaction in the previous year, please provide a rationale <input type="checkbox"/> Explain whether the transaction is immediate in full or gradual and how <input type="checkbox"/> Can the foreign counterparty engage in fully-hedged, back-to-back transaction with a financial institution in Thailand? Please explain 	
4. Commodity Hedging	
4.1 Commodity Hedging with Foreign Counterparty	
<ul style="list-style-type: none"> <input type="checkbox"/> Describe nature of hedging transaction e.g. purchase or sale, currency, amount, contract date, contract duration, name of counterparty, settlement method <input type="checkbox"/> Nature of underlying transaction/or sources of risk <input type="checkbox"/> Actual value of underlying transaction in the previous year <input type="checkbox"/> Where the request amount exceeds the actual value of underlying transaction in the previous year, please provide a rationale 	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of relevant derivative contract <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
5. Other Derivative Contracts	
5.1 Receiving/Paying a Net Amount of Derivative Contracts (e.g. IRS) in Foreign Exchange (FX)	
<ul style="list-style-type: none"> <input type="checkbox"/> Describe nature of hedging transaction e.g. types of swapped interest rates, currency, amount, contract date, contract duration, name of counterparty <input type="checkbox"/> Where the requester is paying for the net 	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of relevant derivative contract <input type="checkbox"/> Copy of document showing loan details e.g. loan agreement <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person)

Information	Document
<p>amount, indicate sources of FX (e.g. FX purchase with baht or existing FX deposited in FCD. In case of FCD, is it the type where income is from overseas sources? How?)</p> <p><input type="checkbox"/> Where the requester is receiving the net amount, explain if FX will be deposited into an account with a financial institution in Thailand and how</p>	<p><input type="checkbox"/> Copies of other supporting documents</p>
<p>6. Investment</p>	
<p>6.1 Thai Direct Investment (<10%)</p>	
<p><input type="checkbox"/> Name of <u>investment receiving</u> business and country of location</p> <p><input type="checkbox"/> Total number of shares to be bought</p> <p><input type="checkbox"/> Is the share value higher or lower than the book value or market price? Please explain</p> <p><input type="checkbox"/> Describe the nature of <u>investment receiving</u> business (if the nature of business is not direct trading of goods/services, please explain the destination of funds)</p> <p><input type="checkbox"/> Describe any business relationship with a business in Thailand</p> <p><input type="checkbox"/> Proportion of shares held in <u>investment receiving</u> business before and after this investment</p> <p><input type="checkbox"/> Total amount of investment in <u>investment receiving</u> business since the beginning of year (excluding this investment)</p> <p><input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD account or baht transfer to the receiver's non-resident baht account (please explain)</p> <p><input type="checkbox"/> Explain whether the transfer is immediate</p>	<p><input type="checkbox"/> Copy of certification of incorporation of <u>investment receiving</u> business</p> <p><input type="checkbox"/> Copy of document showing total registered capital of <u>investment receiving</u> business</p> <p><input type="checkbox"/> Copy of list of shareholders of <u>investment receiving</u> business (if any)</p> <p><input type="checkbox"/> Copy of list of shareholders of <u>investing</u> business (for juristic person)</p> <p><input type="checkbox"/> Copy of <u>investing</u> business' shareholders meeting resolution which approves this investment (for juristic person)</p> <p><input type="checkbox"/> Copy of the latest year's audited financial statement of <u>investing</u> business (for juristic person)</p> <p><input type="checkbox"/> Copy of joint investment agreement or shares trading agreement (if any)</p> <p><input type="checkbox"/> Copies of other supporting documents</p>

Information	Document
in full or gradual and indicate transfer date(s)	
7. Loan	
7.1 Loan to a Foreign Borrower (Non-group Company) in an Amount over the Legal Limit	
<input type="checkbox"/> Name of borrower's business and country of location <input type="checkbox"/> Describe the nature of <u>borrower's business</u> (if the nature of business is not direct trading of goods/services, please explain the destination of funds) <input type="checkbox"/> Proportion of shares held in <u>borrower's business</u> <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or baht transfer to the receiver's non-resident baht account (please explain) <input type="checkbox"/> Explain whether the transfer is immediate in full or gradual and indicate transfer date(s) <input type="checkbox"/> Total amount of loans to this business since the beginning of year	<input type="checkbox"/> Copy of registration document of <u>borrower</u> <input type="checkbox"/> Copy of document showing total registered capital of <u>borrower</u> <input type="checkbox"/> Copy of document showing proportion of cross shareholdings between the requester and the borrower's business e.g. shareholding structure <input type="checkbox"/> Copy of document showing loan details e.g. loan agreement <input type="checkbox"/> Copy of the latest year's audited financial statement of <u>lender</u> (for juristic person) <input type="checkbox"/> Copies of other supporting documents
8. Loan Repayment to Foreign Lender	
8.1 Loan Repayment to Foreign Lender (No Evidence of Loan Inflow as Required by Law)	
<input type="checkbox"/> Explain why there is no evidence of loan inflow <input type="checkbox"/> Amount of disbursed loan, amount of loan repaid and current outstanding principal <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or baht transfer to the receiver's non-resident baht account (please explain)	<input type="checkbox"/> Copy of document showing loan details e.g. loan agreement <input type="checkbox"/> Copy of document implying loan inflow e.g. bank statement or evidence from a foreign bank showing the transfer from lender to borrower <input type="checkbox"/> Copy of audited financial statement in the year the loan was made

Information	Document
	<input type="checkbox"/> Copy of the latest year's audited financial statement <input type="checkbox"/> Copies of other supporting documents
8.2 Loan Repayment to Foreign Lender (No Loan Inflow as Funds were used to Purchase Goods/Services from Foreigner Seller)	
<input type="checkbox"/> Describe how the loan was used and whether all goods/services were imported into the country. How? <input type="checkbox"/> Amount of disbursed loan, amount of loan repaid and current outstanding principal <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or baht transfer to the receiver's non-resident baht account (please explain)	<input type="checkbox"/> Copy of document showing loan details e.g. loan agreement <input type="checkbox"/> Copy of document showing payment obligation for goods/services e.g. invoice and import declaration <input type="checkbox"/> Copy of document showing import of any concerned asset e.g. import declaration issued by Customs Department <input type="checkbox"/> Copy of document showing loan disbursement (if any) <input type="checkbox"/> Copy of document showing funds transfer from lender for payment of the said obligation e.g. lender's transfer order, receipt from seller of assets <input type="checkbox"/> Copy of audited financial statement in the year the loan was made <input type="checkbox"/> Copy of the latest year's audited financial statement <input type="checkbox"/> Copies of other supporting documents
8.3 Loan Repayment to Foreign Lender (No Loan Inflow as Loan was Converted from Debt Obligation for Payment for Goods/Services)	
<input type="checkbox"/> Describe how the loan was used and whether all goods/services were imported into the country. How? <input type="checkbox"/> Amount of disbursed loan, amount of loan repaid and current outstanding principal <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or baht transfer to	<input type="checkbox"/> Copy of document showing loan details e.g. loan agreement <input type="checkbox"/> Copy of document showing payment obligation for goods/services e.g. invoice and import declaration <input type="checkbox"/> Copy of document showing import of any concerned asset e.g. import declaration

Information	Document
<p>the receiver's non-resident baht account (please explain)</p>	<p>issued by Customs Department</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of audited financial statement in the year the loan was made <input type="checkbox"/> Copy of the latest year's audited financial statement <input type="checkbox"/> Copies of other supporting documents
<p>8.4 Loan Repayment to Foreign Lender (No Loan Inflow under Conditions other than 8.2 and 8.3)</p>	
<ul style="list-style-type: none"> <input type="checkbox"/> Describe how the loan was used e.g. purpose and amount. Were purchased assets imported into the country, if yes, how? Describe the benefits from the loan <input type="checkbox"/> Amount of disbursed loan, amount of loan repaid and current outstanding principal <input type="checkbox"/> For loan resulting from asset purchase, indicate the name and country of the seller <input type="checkbox"/> Describe any relationship with the seller <input type="checkbox"/> Indicate asset value according to its book value and market price at the time of purchase <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or baht transfer to the receiver's non-resident baht account (please explain) 	<ul style="list-style-type: none"> <input type="checkbox"/> Copy of document showing loan details e.g. loan agreement <input type="checkbox"/> Copy of document showing payment obligation <input type="checkbox"/> Copy of document showing loan disbursement (if any) <input type="checkbox"/> Copy of document showing funds transfer from lender for payment of the said obligation e.g. lender's transfer order, receipt from seller of assets (if any) <input type="checkbox"/> Copy of audited financial statement in the year the loan was made <input type="checkbox"/> Copy of the latest year's audited financial statement <input type="checkbox"/> Shareholding structure in case the transaction is with a related business, along with list of shareholders (BorOrJor 5) of each business <input type="checkbox"/> Document showing that purchase price was reasonable (in case purchase price is higher than market price) <input type="checkbox"/> List of shareholders of the asset buyer (BorOrJor 5) issued by the Ministry of Commerce <input type="checkbox"/> Copies of other supporting documents

Information	Document
9. Payment for Goods and Services	
9.1 Payment for Goods and Services by Multi-party Netting	
<input type="checkbox"/> Type of goods and services for multi-party netting <input type="checkbox"/> Name of foreign multi-party/multilateral netting centre and country of location <input type="checkbox"/> Currency of payment/receipt as a result of multi-party netting (please indicate)	<input type="checkbox"/> Copy of document showing agreement for multi-party netting of payment for goods and services e.g. group payment policy issued by parent company <input type="checkbox"/> Copies of other supporting documents
9.2 Gross Payment for Goods and Services through a Settlement Centre	
<input type="checkbox"/> Type of goods and services concerned <input type="checkbox"/> Name of settlement centre	<input type="checkbox"/> Copy of document showing agreement for payment e.g. group payment policy issued by parent company <input type="checkbox"/> Copies of other supporting documents
9.3 Export Receipt (Period Exceeding 360 Days)	
<input type="checkbox"/> Type of goods concerned <input type="checkbox"/> Value of export goods <input type="checkbox"/> Name and country of buyer <input type="checkbox"/> Receipt period	<input type="checkbox"/> Copy of purchase/sale agreement, showing a condition for payment that exceeds 360 days <input type="checkbox"/> Copies of invoice, export declaration and bill of lading, along with a summary (in case of multiple items) <input type="checkbox"/> Copies of other supporting documents
9.4 Payment for Non-Imported Goods (Only Items not Approved by Law)	
<input type="checkbox"/> Explain reasons for not importing the goods <input type="checkbox"/> Currency and date of payment <input type="checkbox"/> Type of goods concerned <input type="checkbox"/> Name and country of seller <input type="checkbox"/> Reasons for not importing the goods	<input type="checkbox"/> Copy of purchase/sale agreement <input type="checkbox"/> Copy of invoice <input type="checkbox"/> Copy of document relating to the purchase of non-imported goods <input type="checkbox"/> Copies of other supporting documents
10. Others (Thai Person)	
10.1 Loan Guarantee Payment for Business Operating Abroad	
<input type="checkbox"/> Describe any relationship between the guarantor and the guaranteed	<input type="checkbox"/> Copy of guarantee agreement (please highlight relevant texts)

Information	Document
<input type="checkbox"/> Describe benefits of the guarantee <input type="checkbox"/> Describe the nature of guarantee e.g. amount and related conditions (please highlight relevant texts)	<input type="checkbox"/> Copy of document showing relevant loan details <input type="checkbox"/> Copy of document showing relationship/cross shareholding between the guarantor and the guaranteed (in case a relationship exists) <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
10.2 Outward Funds Transfer in an Amount over the Legal Limit (e.g. Transfer of Funds Belonging to a Thai Person with Permanent Residency Abroad, Transfer of Inheritance to an Inheritor with Permanent Residency Abroad, Transfer of Funds to Family or Relatives with Permanent Residency Abroad, Transfer of Funds for Foreign Property Purchase or Donation, over the Legal Limit)	
<input type="checkbox"/> Details of obligation for which the transfer is for <input type="checkbox"/> Method of funds transfer e.g. FX purchase, withdrawal from FCD or baht transfer to the receiver's non-resident baht account (please explain) <input type="checkbox"/> Total amount of funds transfer for this purpose since the beginning of year	<input type="checkbox"/> Copy of any document showing the obligation or any related document <input type="checkbox"/> Copy of the latest year's audited financial statement (for juristic person) <input type="checkbox"/> Copies of other supporting documents
11. Others (Foreign Person)	
11.1 Transfer of Inheritance belonging to a Foreign Person	
<input type="checkbox"/> Sources of inheritance e.g. bank deposit account. Please indicate account number and outstanding balance	<input type="checkbox"/> Copy of court order which assigns the requester as inheritance administrator <input type="checkbox"/> Copy of death certificate of a foreign person <input type="checkbox"/> Copy of any document showing that the funds to be transferred belong to the transferor/receiver e.g. bank account <input type="checkbox"/> Copies of other supporting documents
12. Others	
12.1 Cases other than 1 – 11	

