



CHECKLIST-Certified true copies of a foreign passport for use with Individual Taxpayer Identification Number (ITIN) applications.

U.S. Embassy Bangkok and Consulate General Chiang Mai

Checklist must be completed and included in the package.

- Printed checklist
- Original foreign passport & **one clear photocopy of bio-data page**

Certified True Copy Fee: Purchase bank draft in Thai Baht for the equivalent of 50 USD (Please see this link for current exchange rate information <https://th.usembassy.gov/acs-service-fees/>)

- Bank draft for certified true copy service fee.

Insured Return Envelope Fee:

Pay **Courier Pass Back** electronically via **Thailand Post Mart website**.

(If the page appears in Thai, you may use a translate function into English at the top right corner of the page.)



- Please provide invoice number **THP**_____

Note: ***Prepaid envelope cannot be accepted** if you are applying for a U.S. passport in Thailand.*

Name of applicant: _____

Local telephone number: _____

E-mail address: _____

Please provide the following information

Travel plans:

Thailand Visa Expiration Date:

*(For quick and efficient delivery, please ensure to address your package **ONLY** to the address below via one of the following couriers (Thailand Post and DHL))*

**Passport-by-Mail Service
ACS/Consular Section,
U.S. Embassy,
95 Wireless Road, Bangkok
10330 Thailand**