



Australian Embassy
Bangkok, Thailand

**Passport and Notarial Services at the Embassy
require an appointment.
To make an appointment please visit www.aeb.setmore.com**

Australian Passports – Adult Applicants

This information sheet should be read in conjunction with the guidance notes available at www.passports.gov.au.

Applications or renewals of an Australian passport will be accepted by appointment only, Monday to Friday between 8:30am and 12:00pm. All passport applications must be lodged in person.

Your new passport will take **3 weeks** to process. If you need to travel while your new document is being processed, please advise staff at the interview. For this option you will need to keep your current passport and present it to us for cancellation when you collect your new passport. If you choose to have your current passport cancelled at the interview, your new passport can be mailed to you in Thailand or collected in person from the Consular Services Section at the Embassy.

Passport Renewal (PC7)

To replace an existing Australian adult passport

Before your passport interview appointment:

- Please register and log-on via www.passports.gov.au to complete the **Renewal** form.

Please bring to your passport interview appointment:

- Completed Renewal form;
- Current Australian passport; and
- Three passport photos - <https://www.passports.gov.au/Web/Requirements/Photos.aspx>.

If you are unable to complete or print a Renewal Application online please contact the Consular Services Section.

Full Application - Overseas Passport Application (PC8) First Australian Passport or to replace a lost or stolen Passport

Before your passport interview appointment:

- Please register and log-on via www.passports.gov.au to complete the Application Form.

Please bring the following **original documents** to the passport interview appointment:

- Completed Application Form including a properly completed Guarantor section (see attached list of guarantor categories);
- Most recent Australian passport (if applicable);
- If born in Australia - original Australian birth certificate;
- If born in Australia on or after 20/08/1986 - Original Australian birth certificate plus evidence to prove your Australian citizenship or to prove that one of your parents was an Australian citizen at the time of your birth
<https://www.passports.gov.au/passportexplained/theapplicationprocess/eligibilityoverview/Pages/confirmingcitizenship.aspx>;
- If born overseas – original birth certificate plus original translation stamped by the translation office plus original Australian Citizenship certificate;
- Three supporting identity documents (ID) in your full name. For example, an Australian or foreign driving licence, foreign passport, Australian Proof of Age card, Medicare card, debit/credit card, health care card. *At least one of these must show your photo and residential address*;
- **Three passport photos** (photo requirements are available at <https://www.passports.gov.au/Web/Requirements/Photos.aspx>)
- If you have changed your name, evidence of your change of name (guidelines are available at <https://www.passports.gov.au/Web/NameChange.aspx>)
- If your Australian passport has been lost or stolen you must present a Thai police report.

If you are unable to complete or print an application online please contact the Consular Services Section.

Passport pages full?

We can offer a **replacement passport** if your passport **still has at least two years validity remaining**. The replacement passport will have the same expiry date as the original passport. *(Note: this option replaces the former Frequent Traveller 64 page passports)*

Before your passport interview appointment:

- Please register and log-on via www.passports.gov.au to complete the Renewal Form

Please bring to your passport interview appointment:

- Completed Renewal form;
- Current Australian passport; and
- **Three passport photos** (photo requirements are available at <https://www.passports.gov.au/Web/Requirements/Photos.aspx>);

If you are unable to complete or print a Renewal Application online please contact the Consular Services Section.

Fees

Adults are issued with a (34 page) 10 year validity passport.

- The fee for this passport is AUD293 plus overseas surcharge AUD132 - total AUD425.

Where visa pages are full, adults may choose a 34 page replacement passport which will have the same expiry date as their existing passport.

- The fee for this passport is AUD184 (no overseas surcharge).

Adults aged 75 years and older may request a 5 year validity passport.

- The fee for this passport is AUD148 plus overseas surcharge AUD132 - total AUD280.

Fees are payable in **Thai Baht** by **CREDIT or DEBIT CARD** and are linked to the AUD/THB exchange rate and re-aligned monthly. For current THB fee information please refer to our website; https://thailand.embassy.gov.au/bkok/Australian_Passports_Page.html

Passport photos

Your photo is critical to the usability and security of your passport. The facial recognition technology used in conjunction with Australian passports makes border processing more efficient and reduces the potential for identity fraud. If your photo does not meet the Australian Passport Office standards, your passport may not work at automated borders.

We appreciate that obtaining a photo in Thailand that meets the photo requirements can be challenging. **Master Photo Sathorn** are familiar with Australian passport photo requirements though you are welcome to select another photo outlet who is able to meet the Australian passport photo requirements. Please avoid photos with a matte finish. Gloss photos provide a higher quality image.

Photos that do not meet the requirements will be rejected and this will delay the issue of your passport.

For a full list of passport photo requirements please visit
<https://www.passports.gov.au/Web/Requirements/Photos.aspx>

Contact Details – Consular Services Section

Address: Australian Embassy Bangkok
 181 Wireless Road
 Bangkok, 10330
 Thailand

Telephone: +66 2 344 6300
 (follow the prompts for consular services)

Fax: +66 2 344 6310

Email: consular.bangkok@dfat.gov.au

Occupational Guarantor Occupation Groups

The applicant's identity must be clearly established. A Guarantor may be either:

- the holder of a current Australian passport with at least two years validity;
or
- the local equivalent of the occupational categories listed below.

Occupational Category	Occupational Category
Accountants to whom the following membership status applies: <ul style="list-style-type: none"> ▫ Institute of Chartered Accountants in Australia, ▫ Australian Society of Certified Practising Accountants ▫ National Institute of Accountants ▫ Association of Taxation and Management Accountants ▫ Registered Tax Agents 	Members currently serving in the regular Australian Defence Force ▫ with at least five years continuous service
Bailiffs	Members of the Chartered Institute of Company Secretaries in Australia
Barristers, Solicitors and Patent Attorneys	Pharmacists
Bank Managers except managers of bank travel centres	Police Officers ▫ with at least 5 years continuous service
Chartered Professional Engineers	Postal Managers
Clerk of Courts	Public Servants ▫ current full-time employees of Commonwealth, State, territory or local Governments or Statutory Authorities ▫ who have been employed continuously for at least 5 years by their current employer
Clerk of Petty Sessions	Registered Medical Practitioners
Dentists	Registered Nurses
Elected Representatives of: <ul style="list-style-type: none"> ▫ Federal Parliaments ▫ State Parliaments ▫ Territory Parliaments ▫ Legislative Assembly of Norfolk Island ▫ Municipal or Shire Councils 	Registered Veterinary Surgeons
Holders of Statutory Offices for which an annual salary is payable	Sheriffs
Judges	Stipendiary Magistrates
Marriage Celebrants	Teachers ▫ full time and who have been teaching for more than 5 years at schools or tertiary institutions