

### **Identity document**

Any person referred to in section 3 who has attained the age of 16 years shall in the prescribed form and within the prescribed period apply for an identity document. The following documents must be submitted to the Department of Home Affairs:

- A duly completed BI-9 (application for an identity card).
- Submit 2 photos not more than one (1) month old.
- First application for an identity document - Free.
- 450 baht for renewal identity document.
- In case lost/stolen/damaged identity document. Police report must be submit in English. Translations have to be taken to the Legalization Division of the Consular Affairs Department in Thailand.

### **Identity photographs specifications**

- Width 35 mm x Height 45 mm.
- A close-up of your head and top of your shoulders so that your face takes up 70-80% of the photograph.
- Of high quality with no ink marks or creases and not damaged.
- Show you looking directly at the camera and your mouth closed.
- Have appropriate brightness and contrast.
- Be printed on high-quality photo paper.
- Show your natural colour.
- Show your eyes open and clearly visible-no hair across your face.
- Show you facing square onto the camera, not looking over one. shoulder (portrait style) or tilted.
- Show both edges of your face clearly.
- Be taken with a light grey or plain cream-coloured background.
- Be taken with uniform lighting and not show shadows or flash reflections on your face and no red-eye.
- Show you alone (no chair backs, toys or other people visible).

### **If you wear glasses**

- The photograph must show your eyes clearly with no flash reflection off the glasses
- No dark-tinted lenses or heavy frames.
- Make sure that the frames do not cover any part of your eyes