



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

EMBASSY OF SWITZERLAND IN THAILAND
Regional Consular Center

Consular district: The Kingdom of Thailand and Cambodia, the Lao People's Democratic Republic, the Union of Myanmar and Malaysia

Visiting hours: Mo. - Thu. 09:00 - 11:30

Telephone enquiries: Mo. - Th. 08:00 - 16:00
Fr. 08:00 - 13:30

**To all Swiss citizens
in Northeastern Thailand and Laos**

Our reference: 811-01-03-01 EMB 2026 Khon Kaen
Bangkok, 25.08.2026

Biometric data collection in Khon Kaen from Wednesday 14.10. to Friday 16.10.2026

Dear Madam, Dear Sir,

We are pleased to inform you that the mobile passport station will be deployed in Khon Kaen, namely

on Wednesday 14.10. to Friday 16.10.2026
at [THE HERITAGE GRAND KHON KAEN HOTEL AND CONVENTION](#)

If you wish to order a new identity document, please fill in an application on the website www.schweizerpass.ch. **Under remarks, please indicate “biometric data to be recorded in Khon Kaen”.** You can also indicate whether you prefer a morning or afternoon appointment. We will try to accommodate you as best as possible. A few days after the registration deadline, we will confirm your appointment by email.

Deadline for registration: 20.09.2026

You will find the list of fees and the payment modalities on the attached page.

Due to time constraints, please note that additional consular matters cannot be discussed during the recording of biometric data. Our Consular Centre will be happy to assist you with these matters by email.

Yours sincerely,

Embassy of Switzerland
Regional Consular Center Bangkok

FAQ/frequently asked questions: see next page
Fee list and payment modalities: see page 3

35 North Wireless Road (Thanon Witthayu Nuea)
Lumphini, Pathum Wan
Bangkok 10330

G.P.O. Box 821, Bangkok 10501

Phone: +66 2 674 6900, Fax: +66 2 674 6901
bangkok.cc@eda.admin.ch, www.eda.admin.ch/bangkok

FAQ

Do I have to make a new identity document?

No, there is no obligation.

If I want a new passport, do I have to make an online request?

Yes, an online request through the website www.schweizerpass.ch is mandatory.

How long is an identity document valid?

10 years for adults, 5 years for minors.

What do I have to bring along with me?

Your current Swiss identity document(s) and if necessary, a valid payment method.

What kind of biometric data will be taken?

A picture, 2 fingerprints and your signature.

What about an application for an identity document for a minor?

Both parents must be present to sign the application and they must present their own valid passports. Identity cards with no signature on the card are not accepted.

How much are the fees in my local currency?

You will find the list of fees on the attached page.

What does the full procedure look like? Can I keep my old identity documents until I receive the new ones?

Please send your old documents by EMS for cancellation to the RCC approx. two to three weeks after the appointment in order to proceed with the exchange. Visas in your passport will not be cancelled. You will receive your old and new identity documents back by EMS. The duration of the procedure from your appointment until you receive your new documents can take approx. 3 weeks.

Do I have to transfer my visa into the new passport?

Please contact the local authorities regarding this procedure.

I am not in possession of my old identity document anymore. What do I have to do?

If you have lost your identity document or it has been stolen, you must report the loss to the respective police station and bring the corresponding police report to our appointment.

Fee list and payment modalities

(This is not a form to request a new identity document. Please kindly use the link www.schweizerpass.ch)

For security reasons, cash payment is no longer possible on site.

You can pay in three ways:

1. On site: by QR code or with a credit card (Visa or Mastercard).
2. By QR code in advance no later than 04.10.2026 using the following QR. In this case, it is compulsory to **send us the payslip by email with the surname and first name, date of birth and type of identity document**



3. By postal money order in advance: receipt no. 1 of the "Postal Money Order" (in Thai: "ธนาคัติดำนพิเศษ") must be **sent to the Embassy together with this completed form.**

The postal money order must arrive at our Embassy no later than 04.10.2026.

Fee List

Passport only		Desired
Passport Adult	THB 6050 (incl. postage)	☐
Passport Child	THB 2850 (incl. postage)	☐
Identity Card only		
ID Card Adult	THB 3050 (incl. postage)	☐
ID Card Child	THB 1650 (incl. postage)	☐
Passport & ID Card together (COMBO)		
Combo Adult	THB 6750 (incl. postage)	☐
Combo Child	THB 3550 (incl. postage)	☐
TOTAL sent by postal money order		

Family Name :

Given Name :

Date of birth:

Eventual remarks

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