



Royal Thai Consulate-General (Labour Section)

R/C No..... Date.....

Application for Renewed Employment Contract Endorsement Application Form 3HK (GEP/SLS)

Apply by : Employer Employee

request for renewed employment contract approval Nodated.....

between.....(the Employer) Tel

and.....(the Employee) Tel.....

The documents enclosed herewith for consideration:

- (1) original set of new employment contract with one colour copy,
- (2) original of current employment contract with one copy,
- X(3) a copy of quota approval letter, (for SLS worker only),
- X(4) a copy of Supplementary Labour Scheme Letter of Guarantee, (if applicable) (SLS only),
- (5) a copy of business registration of employer enterprise,
- (6) a copy of employee passport containing personal particulars with certified true copy,
- (7) a copy of employee Thai ID and HK ID with certified true copy,
- (8) a copy of the working visa,
- (9) a copy of Employer HK ID with certified true copy,
- (10) original Authorization Letter of employer/employee,
- (11) a copy of the employee medical checkup/certificate (no more than 6 months).
- (12) a copy of the grantee HK ID with certified true copy.

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(.....)

Signature of Employer with company stamp.

Name in block letter

Tel :.....

Issue date : 1st November 2022

[FOR : OFFICIAL USE ONLY : สำหรับเจ้าหน้าที่]

Collection Slip Application Form 3HK (GEP/SLS)

R/C No..... Date.....Contract No.....

Collection Date.....

Notice : If any further information, contact the phone number 28450086.