

# Applying for VAT Refund for Tourists Shops

## Application Process

1

❖ Submit an application



1 hour

2

❖ Verify supporting documents  
❖ Review the application



23 days

3

❖ Sign the agreement



7 days

No Service Fee

Total  
30 days 1 hour

## Service Channels



- Large Business Tax Administration Division, The Revenue Department  
(For those under the supervision of the Large Business Tax Administration Division)  
Office hours : Monday - Friday (closed on public holidays) from 08.30 - 16.30 hrs.
- Area revenue office where the headquarters is located  
Office hours : Monday - Friday (closed on public holidays) from 08.30 - 16.30 hrs.
- [www.rd.go.th](http://www.rd.go.th) (24 hours a day)

## Complaints/Suggestions



- VAT Refund for Tourists Office, The Revenue Department  
90 Soi Phaholyothin 7, Phaholyothin Road, Phayathai, Phayathai, Bangkok 10400  
Tel. 0 2272 9384-5, 0 2272 8195 Fax. 0 2617 3559
- [www.rd.go.th](http://www.rd.go.th)



# Applying for VAT Refund for Tourists Shops

## Submitting an application form

- ❖ **Submit an application for VAT Refund for Tourists Shops (new shops, additional branches, closure of shops) (Kor.Tor.1)**
- ❖ **Form for additional branch(es) (Kor.Tor.1.1) (if applicable)**
- ❖ **Power of attorney form (with stamp duty) presented with the authorized person's ID card and a copy of the ID card of the grantor of authorization (if applicable)**

