

10 Phrases for Your 90-Day Report

...and one to finish. A free guide from Second Act Asia · by Erik Lind

Before you go

If you live in Thailand on a non-immigrant visa or an extension, you report your address to immigration every 90 days. Many people do it online. But your first report, the first after a new passport, or a late report all mean a visit to the immigration office. These phrases cover the moments at the counter where a little Thai helps: finding the right queue, saying why you're there, and understanding what's missing.

How to use this guide: read the English, point to or say the Thai, and end with the polite word. Being polite and patient matters more than perfect tones.

How to read the phrases

- **Polite ending:** men end with *kráp* (ครับ); women end with *kâ* (ค่ะ) for statements and *ká* (คะ) for questions. "ครับ/ค่ะ" means: say *kráp* if you're a man, *kâ/ká* if you're a woman.
- **"I":** men say ผม (*phǒm*), women say ฉัน (*chǎn*).
- **Questions** end with ไหม, romanised *mǎi*. In everyday speech it usually sounds like มั้ย (*mái*).
- **Optional words** are in parentheses.
- **Romanisation:** *bp* (บ), *dt* (ด), *g* (ก) and *dj* (จ) are said without a puff of air; *ph*, *th*, *k* and *ch* with one. Long vowels are doubled (*aa*, *ii*). Tone marks: *à* low, *â* falling, *á* high, *ǎ* rising, no mark = mid.

The 10 phrases

1 Saying why you're here

At the information desk or the queue-ticket machine.

I've come to report my address (again).

ผม/ฉัน มาแจ้งที่อยู่(อีก)
ครับ/ค่ะ

phǒm/chǎn maa djɛ̃ng thîi-yùu (iik), kráp/kâ

อีก (*iik*, again) is optional: leave it out the first time; add อีก from your second report on.

2 Asking where to queue

You're not sure which counter or queue number is yours.

Where do I queue for the 90-day report?

แจ้งที่อยู่ ต่อคิวที่ไหน
ครับ/คะ

djɛ̃ng thîi-yùu, dtòu kiu thîi-nǎi, kráp/ká

At offices with a ticket machine: กดบัตรคิวตรงไหน ครับ/คะ (*gòt bàt-kiu dttrong-nǎi, kráp/ká*), "Where can I get a queue number?"

3 Saying you have an appointment

You booked a slot (some offices use online booking) or were told to come back.

I have an appointment.

ผม/ฉัน มีนัด ครับ/ค่ะ

phǒm/chǎn mii nát, kráp/kâ

4 Asking what's missing

The officer hands your papers back or shakes their head.

Which documents are missing?

ขาดเอกสารอะไรบ้าง
ครับ/คะ

kàat èek-gà-sǎan à-rai bâang, kráp/ká

5 Saying you don't understand

At any point. It's fine to say.

I don't understand.

ไม่เข้าใจ ครับ/ค่ะ

mâi kâo-djai, kráp/kâ

6 Asking them to speak slowly

Straight after phrase 5.

Could you speak slowly, please?

พูดช้าๆ หน่อยได้ไหม
ครับ/คะ

phûut cháa-cháa nòi dâai mǎi, kráp/ká

7 Asking if someone speaks English

You're stuck and need help.

Do you speak English?

พูดภาษาอังกฤษได้ไหม
ครับ/คะ

phûut phaa-sǎa ang-grìt dâai mǎi, kráp/ká

Casual alternative: พูดอังกฤษได้ไหม (*phûut ang-grìt dâai mǎi*)

8 Asking for your receipt

Ask for the receipt for your 90-day report.

Could I have the receipt, please?

ขอใบเสร็จได้ไหม ครับ/คะ

kǎw bai-sèt dâai mǎi, kráp/ká

9 Checking your next date

Before you leave the counter.

When is my next report date?

แจ้งที่อยู่ครั้งต่อไปวันที่ไหน
ครับ/คะ

djĕng thîi-yùu kráng dtòw-bpai wan-thîi nǎi, kráp/ká

10 Asking about reporting online

Before you leave, if you'd rather not come in next time.

Can I do it online next time?

ครั้งหน้าแจ้งออนไลน์ได้ไหม
ครับ/คะ

kráng-nâa djĕng วรรณ-lai dâai mǎi, kráp/ká

And one to finish



Thank you

Always end with this, whatever happened at the counter.

Thank you.

ขอบคุณ ครับ/ค่ะ

kòwp-kun, kráp/kâ

The 90-day report: the facts

Checked 17 Oct 2026 against official sources. Rules change: re-check before you go.

Fact	Source
Officially you file form TM.47; at some offices repeat reports are handled verbally at the counter. It's an address notification, not an extension of stay .	Immigration Bureau, Public Handbook (PDF) ; Immigration Division 1, TM.47 Online manual
In person or via an authorised person: within 15 days before to 7 days after the due date	Immigration Division 1, 90-days report ; Immigration Bureau Public Handbook (PDF) .
Online at tm47.immigration.go.th : within 15 days but not less than 7 days before the due date; result by email within 3 working days	TM.47 Online manual
Registered mail (Thailand Post only): send at least 15 days before the due date to your local office	Immigration Division 1, 90-days report
New passport / first time: report in person (or by an authorised person); online is possible from the next report	TM.47 Online manual
Late: online not accepted; go in person; fine B2,000, B5,000 if apprehended	TM.47 Online manual; Public Handbook
Leaving Thailand resets the count from the date of re-entry	TM.47 Online manual
After travel with a re-entry permit, online is available if you have earlier 90-day reports on record; without one, report in person	TM.47 system conditions
Keep the receipt returned to you (the lower part of form TM.47); you'll use it for the next report	Immigration Bureau, 90-day page

Office procedures vary. Bring your passport, your previous 90-day receipt (if any) and a copy of your passport pages. Check your local office's list before you go.

About form TM.47 (ตม.47): ตม.47 is the official 90-day notification form; ตม. is short for ตรวจคนเข้าเมือง (*dtruat-kon-kâo-mhang*, immigration). Some offices, such as Sakon Nakhon, take the report verbally without it (founder experience, not verified data); others may ask for the filled-in form.

Sources: Immigration Bureau, [official 90-day handbook \(PDF\)](#); Sakon Nakhon Immigration, "[เอกสาร-Document](#)" (page heading เอกสาร ตม.; lists the ตม. ๔๗ form; fetched 18 Oct 2026).

Want to go further?

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