

User Manual

Investment promoting service supporting system (e-Investment Promotion)


Login


Username


Password


Login

Forgot Password


Register


Resend email.


User Manual


Contact

For Investment promoting service supporters

Table of Contents

Login steps for applicants.....	1
In case you did not receive the email after registration.....	5
Case of password forgotten.....	7
Chapter 1 Login steps for promotion applicants	8
1.1 To edit your profile	10
Chapter 2 Important Module.....	12
2.1 Application for Investment History	12
2.2 Business/Request Types Changing.....	14
2.3 Secondary Application Form	18
2.4 Project Information Copying	19
2.5 Application for Investment Promotion Request Cancellation.....	23
Chapter 3 Application for Investment Promotion	26
3.1 New Application for Investment Promotion	26
3.2 Enterprise (Non-SMEs) Application for Investment Promotion	32
3.3 Software Business Application for Investment Promotion	58
3.4 Service Business Application for Investment Promotion	79
3.5 Application for Investment Promotion History Data.....	100
3.6 Project Modification Request Record.....	104
3.6.1 Application to Move/Expand/Close a Business Location.....	105
3.6.2 Application to Increase Production Capacity (by increasing working hours).	108
3.6.3 Application to Change Registered Capital	110
3.6.4 Application to Change Shareholder.....	112
3.7 Project Modification Request History Data	114
Chapter 4 Applicant Information Data	115
4.1 Applicant Information	115
4.2 Apply for Replacement Data.....	117

Login steps for applicants

Login steps for using the Investment promoting service supporting system (e-Investment Promotion) are as follows;

1. Open the Investment promoting service supporting system window (e-Investment Promotion)
2. Click the “**Registration**” button

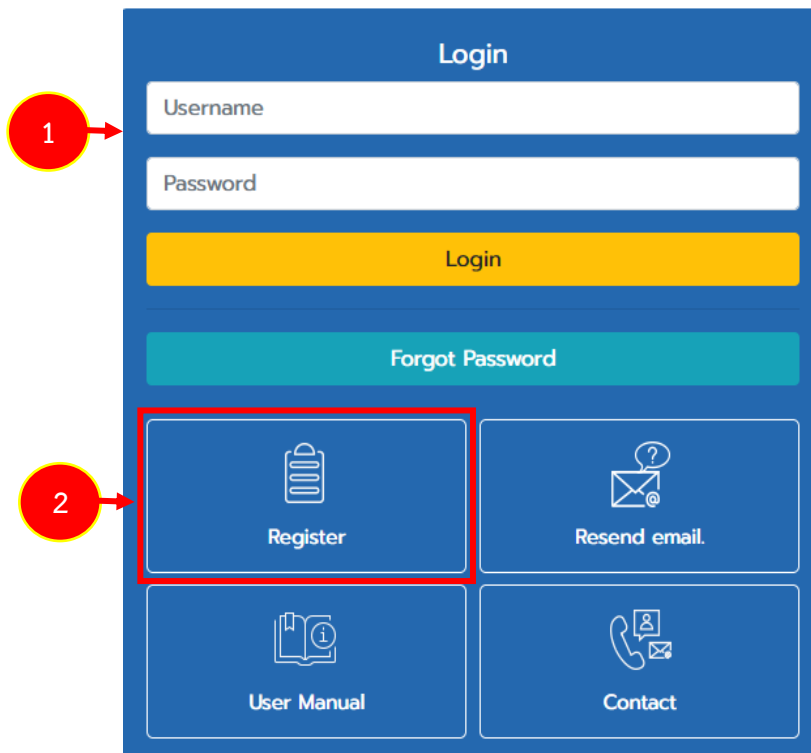
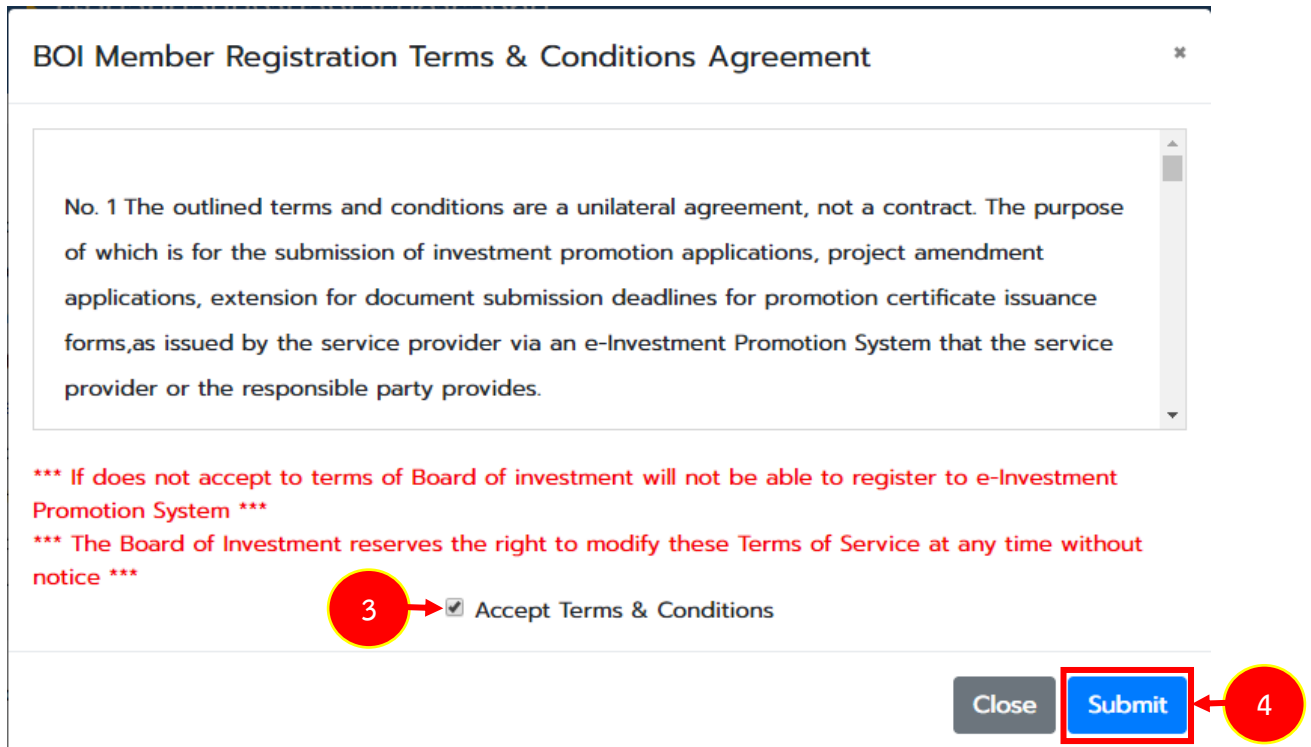


Figure 1 shows the Login window for the Investment promoting service supporting system (e-Investment Promotion)

3. The system will open the e-investment Promotion System Registration Agreement screen, applicant's should read the agreement then click ☐ to accept the agreement.
4. Click "Submit"



BOI Member Registration Terms & Conditions Agreement

No. 1 The outlined terms and conditions are a unilateral agreement, not a contract. The purpose of which is for the submission of investment promotion applications, project amendment applications, extension for document submission deadlines for promotion certificate issuance forms, as issued by the service provider via an e-Investment Promotion System that the service provider or the responsible party provides.

*** If does not accept to terms of Board of investment will not be able to register to e-Investment Promotion System ***

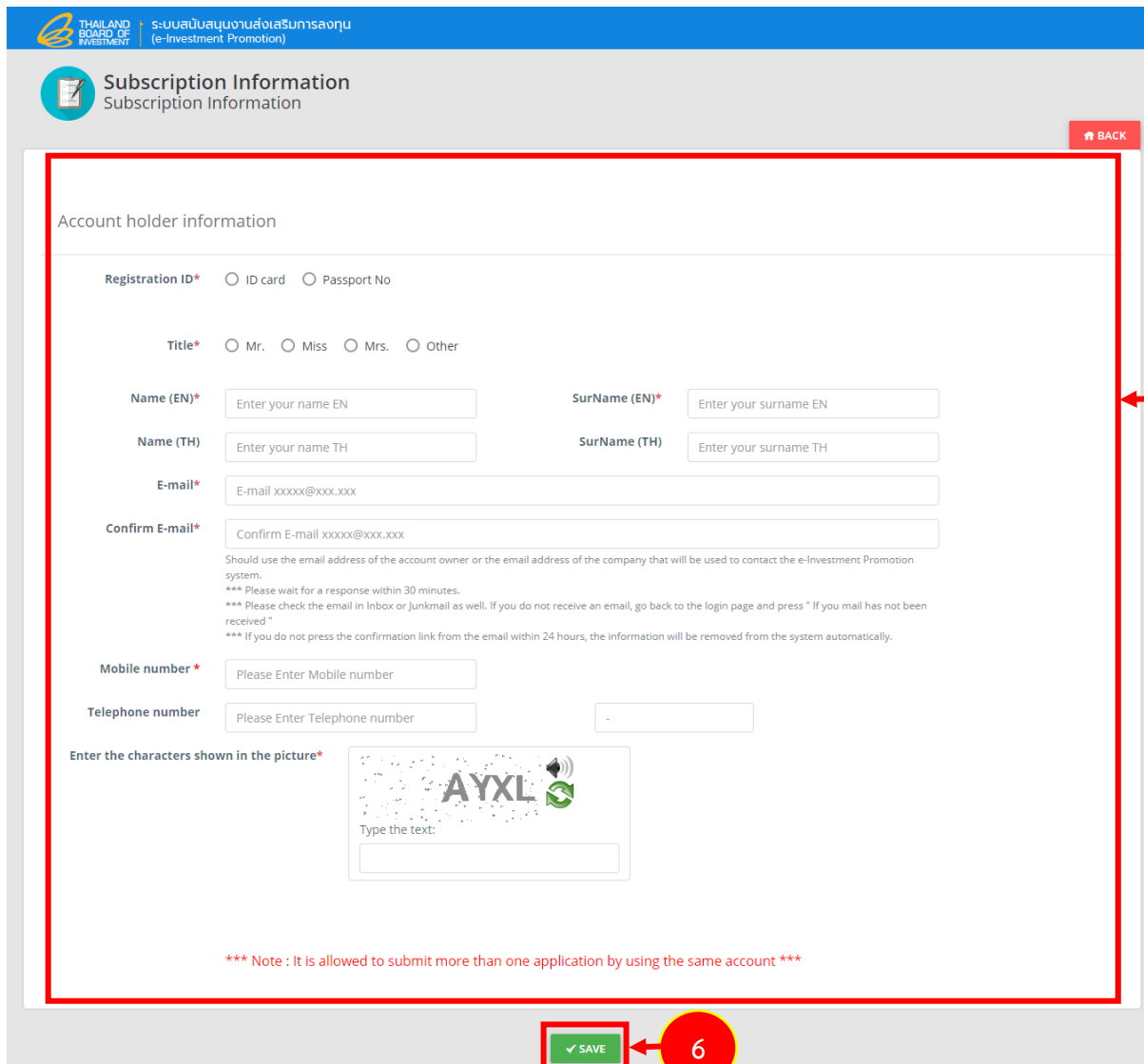
*** The Board of Investment reserves the right to modify these Terms of Service at any time without notice ***

3 → ☒ Accept Terms & Conditions

Close **Submit** **4**

Figure 2 shows the e-Investment Promotion System Registration Agreement screen

5. Registration information window showing system, Fill in the details of the account holder completely, especially, those with the ‘*’ sign as follows;
 - Choose the identification method Citizen ID or Passport number
 - Choose Prefix
 - Enter Name (Thai) Surname (Thai)
 - Enter Name (English) Surname (English)
 - Enter email
 - Enter mobile phone number
 - Enter telephone number
 - Enter the characters shown in the picture.
6. When finish entering information, click “Save”



Subscription Information
Subscription Information

Account holder information

Registration ID* ☐ ID card ☐ Passport No

Title* ☐ Mr. ☐ Miss ☐ Mrs. ☐ Other

Name (EN)* SurName (EN)*

Name (TH) SurName (TH)


E-mail*

Confirm E-mail*

Should use the email address of the account owner or the email address of the company that will be used to contact the e-Investment Promotion system.
*** Please wait for a response within 30 minutes.
*** Please check the email in Inbox or Junkmail as well. If you do not receive an email, go back to the login page and press " If you mail has not been received "
*** If you do not press the confirmation link from the email within 24 hours, the information will be removed from the system automatically.

Mobile number*

Telephone number

Enter the characters shown in the picture* 

*** Note : It is allowed to submit more than one application by using the same account ***

SAVE

Figure 3 shows the Registration information window

7. When the identification window is displayed, click the “OK” button. Then, check your e-mail for user’s activation.

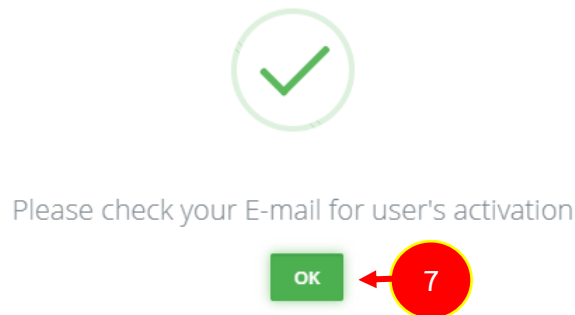


Figure 4 identification confirmation window

account owner or company’s email are recommended which will be used to contact with the e-Investment Promotion system.

*** Please wait for the response mail within 30 minutes.

*** Please check for the email in your inbox or junk mail. In case you did not receive any email, please go to the login page and click “didn’t receive any email”.

*** If you didn’t click the email activation link within 24 hours, your data will be deleted automatically.

8. After you registered a membership, login to the email you used to register and click the activation button in the mail with the Username and Password.

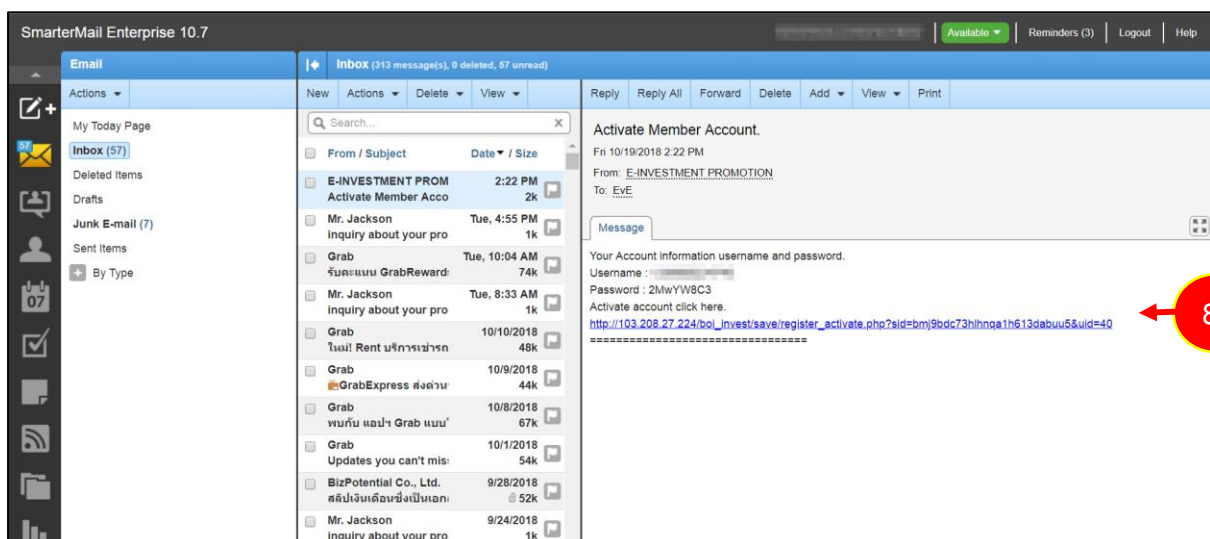
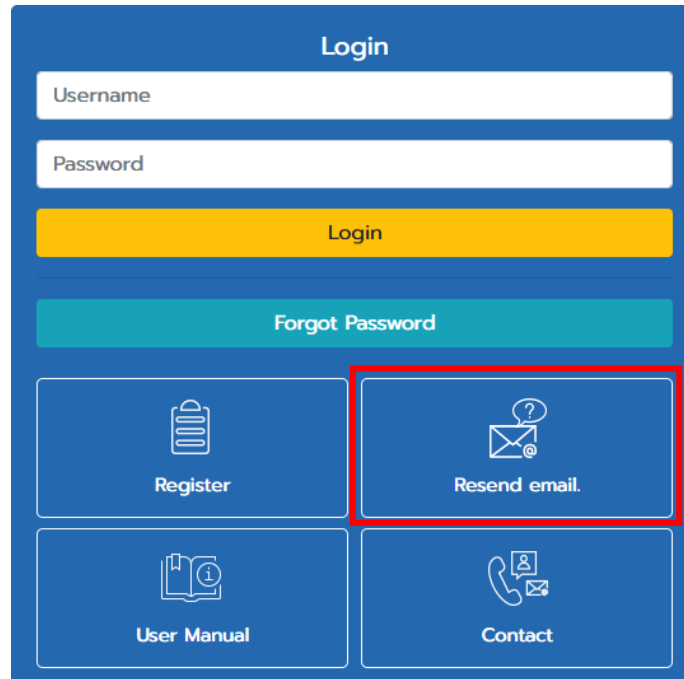


Figure 5 shows the identification link in its email

In case you did not receive the email after registration

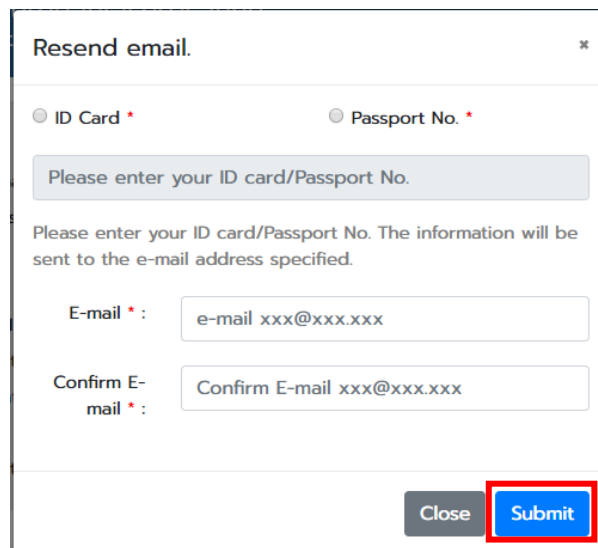
1. Click the “Resend email”



The image shows the Login page of the e-Investment Promotion system. It features a blue header with the word "Login". Below the header are two input fields: "Username" and "Password". A yellow "Login" button is positioned below the password field. A teal "Forgot Password" button is located below the "Login" button. At the bottom of the page, there are four blue buttons arranged in a 2x2 grid: "Register", "Resend email.", "User Manual", and "Contact". The "Resend email." button is highlighted with a red border.

Figure 6 shows the Login page of the e-Investment Promotion system

2. Shows the window after you clicked “Resend email”. Please insert all needed information, especially, those with the “*” sign. You can use both the old email or the new one, after that, click “Submit”



The image shows the "Resend email." window. It has a title bar with the text "Resend email." and a close button. The window contains two radio buttons: "ID Card *" and "Passport No. *". Below these is a text input field with the placeholder "Please enter your ID card/Passport No.". A message states: "Please enter your ID card/Passport No. The information will be sent to the e-mail address specified." Below this are two text input fields: "E-mail *" with the placeholder "e-mail xxx@xxx.xxx" and "Confirm E-mail *" with the placeholder "Confirm E-mail xxx@xxx.xxx". At the bottom right, there are two buttons: "Close" and "Submit". The "Submit" button is highlighted with a red border.

Figure 7 shows the Resend email window

3. After that the system will send a verification email that you have entered. You need to click the verification link to be able to login and access the system.

Case of password forgotten

1. Click the “Forgot Password” button.

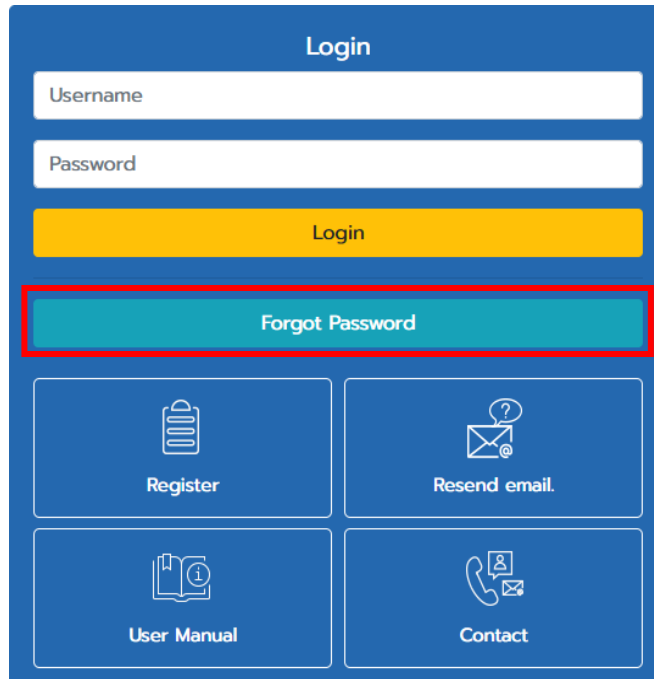
The image shows a login page with a blue header and background. At the top, there's a 'Login' title. Below it are two white input fields for 'Username' and 'Password'. A yellow 'Login' button is positioned below the password field. A teal 'Forgot Password' button is highlighted with a red border. At the bottom, there are four blue buttons with white icons and text: 'Register' (with a clipboard icon), 'Resend email.' (with an envelope and question mark icon), 'User Manual' (with a book icon), and 'Contact' (with a phone and envelope icon).

Figure 8 shows the login page of e-Investment Promotion system

2. Select and fill in your Citizen ID number or your passport number used to register. The data will be sent to the e-mail registered, then, click “Submit”.

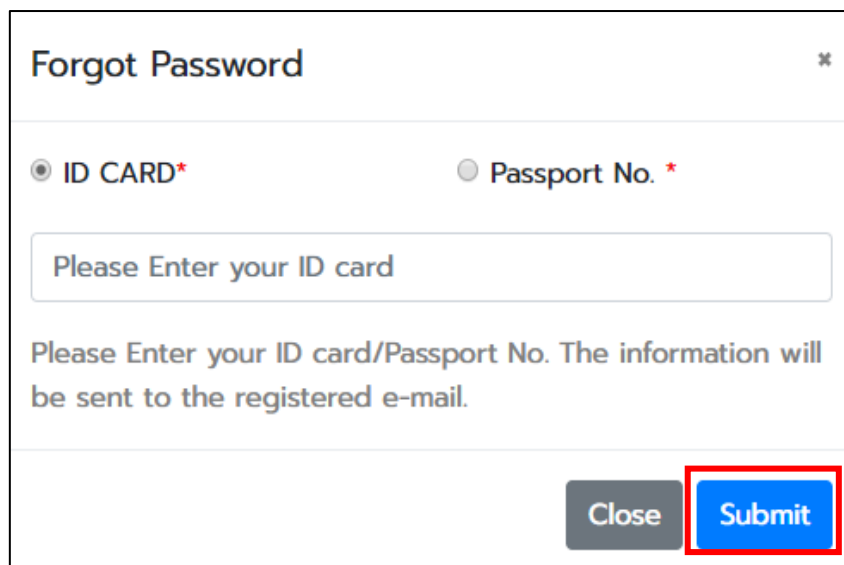
The image shows a 'Forgot Password' window with a white background and a grey border. At the top left is the title 'Forgot Password' and a close button (X) at the top right. Below the title are two radio button options: 'ID CARD*' (selected) and 'Passport No. *'. Below these is a text input field with the placeholder text 'Please Enter your ID card'. Below the input field is a message: 'Please Enter your ID card/Passport No. The information will be sent to the registered e-mail.' At the bottom right, there are two buttons: a grey 'Close' button and a blue 'Submit' button, which is highlighted with a red border.

Figure 9 shows the Forgot your password window

Chapter 1 Login steps for promotion applicants

Steps to login the e-Investment Promotion are as follows:

1. You can use your preferred Internet Browser to login e.g. Google Chrome, Mozilla Firefox, Internet Explorer, etc.
2. Insert the URL of the system into the Address bar and hit the **Enter** or **Go** button.
3. Fill in your username and password then click “**Login**” button.

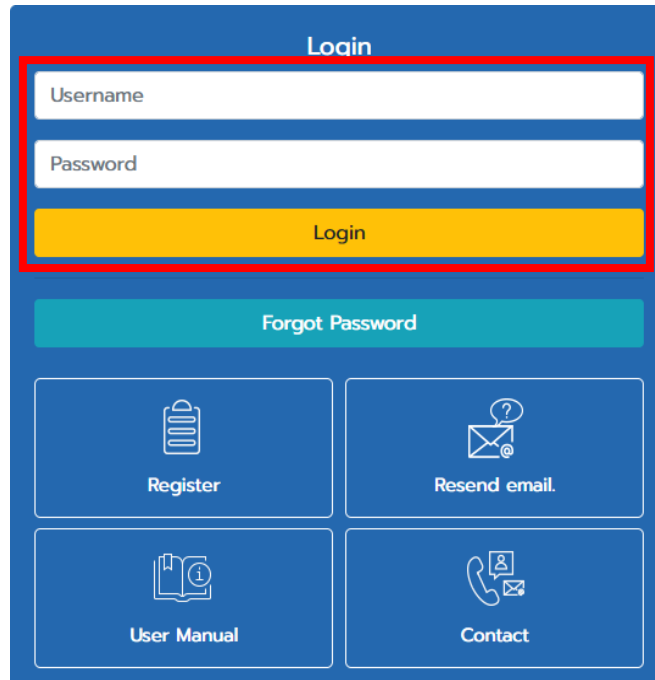


Figure 10 shows the Login page of the e-Investment Promotion system

4. Then system will show the main page of the e-Investment Promotion system. You can choose to use in Thai or English or edit your profile by clicking at the User's name.

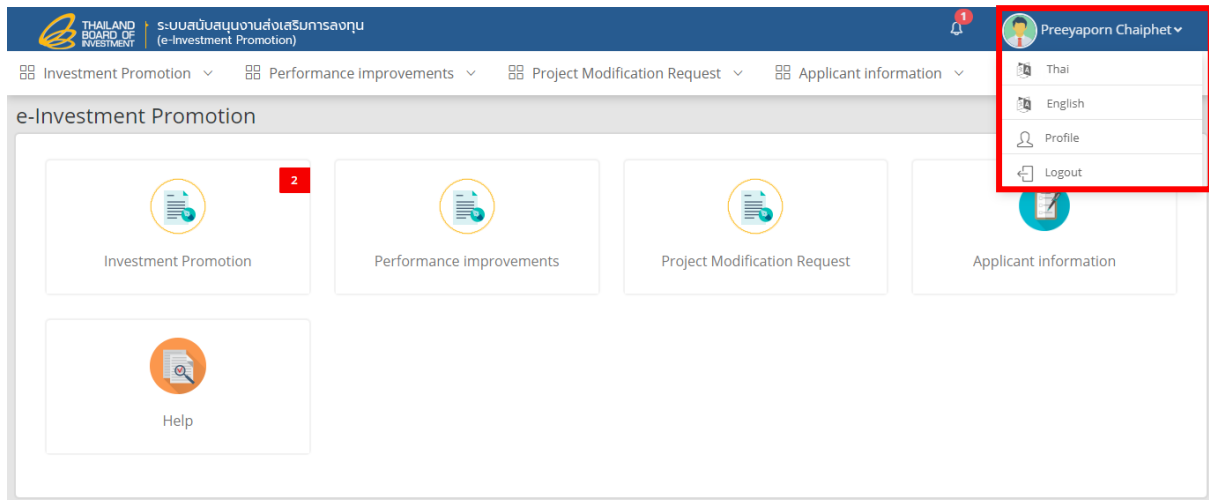


Figure 11 shows the main page of the e-Investment Promotion system

1.1 To edit your profile

1. Click at your User's name and Click at "Profile".

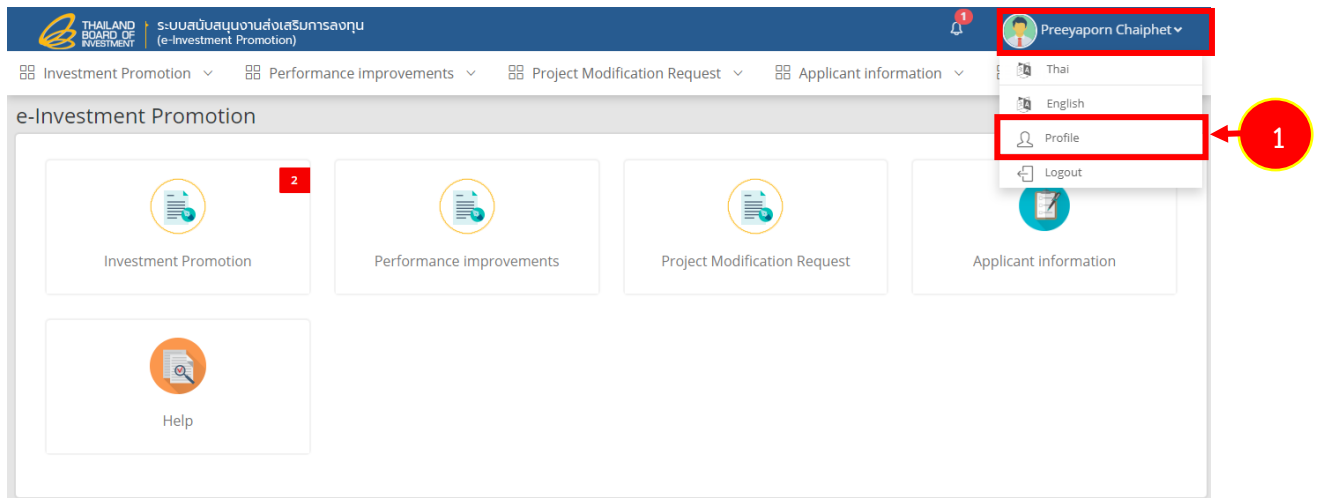


Figure 12 shows the main page of the e-Investment Promotion system

2. The system will show your profile, you can edit as needed. In case of edit your password, click at **CHANGE PASSWORD** button.

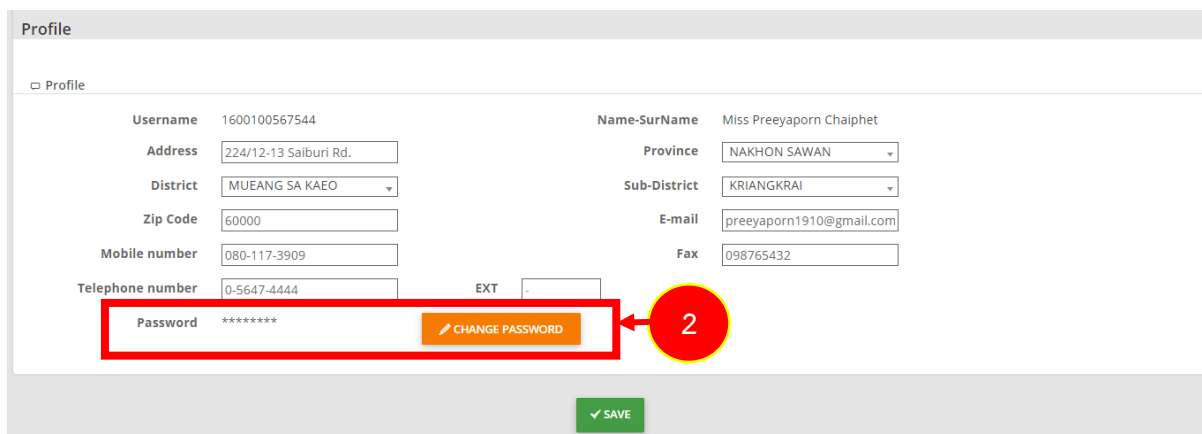
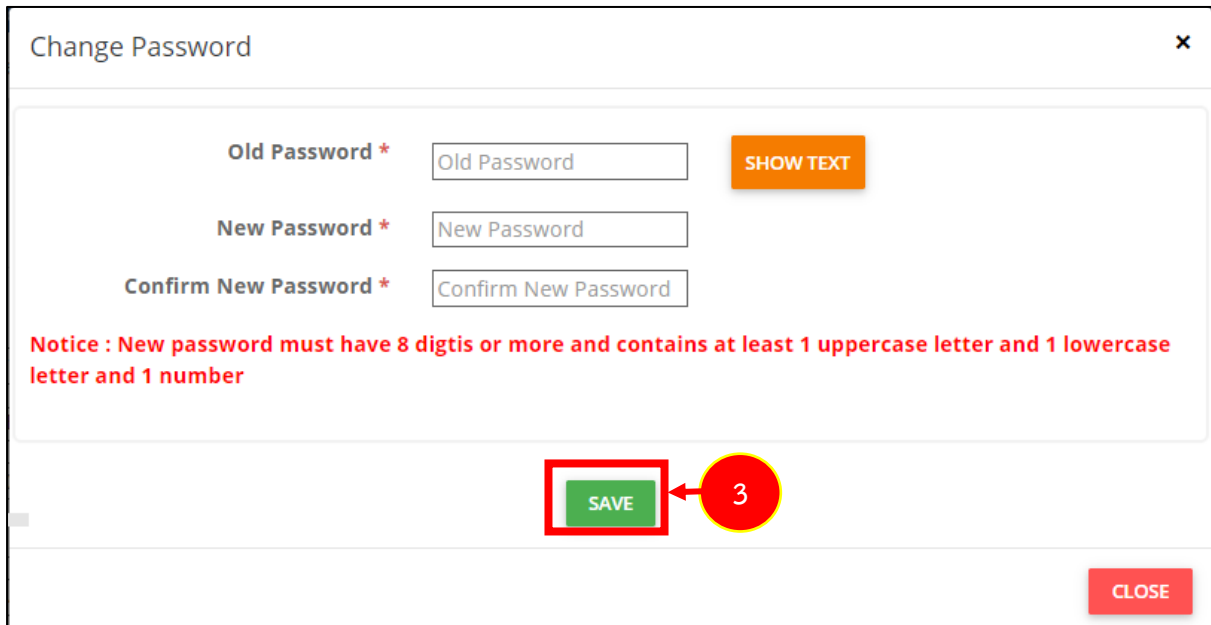


Figure 13 shows Profile page

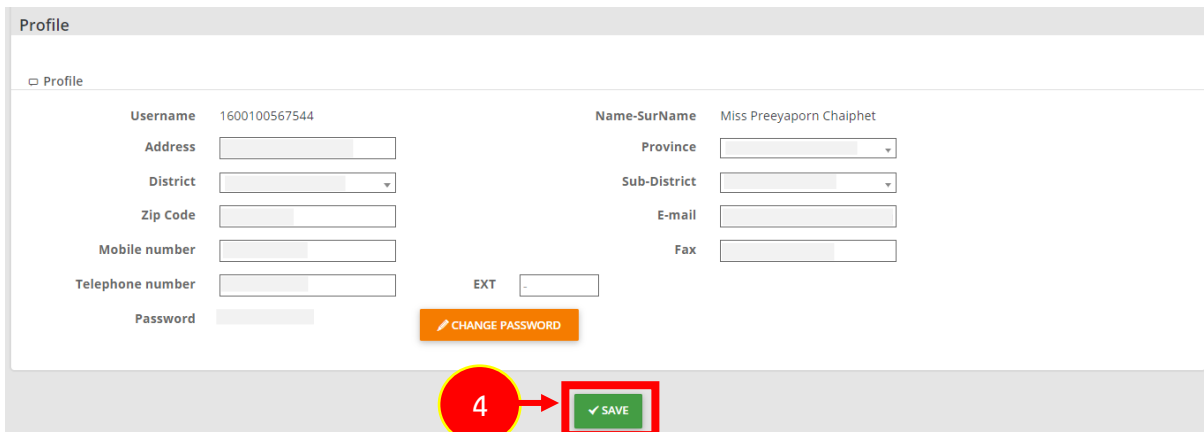
3. The system will show Change Password page, you can change as needed. The new password must have 8 digits or more and contains at least 1 uppercase letter and 1 lowercase letter and 1 number. After changed, click “Save”.



The image shows a 'Change Password' dialog box. It contains three input fields: 'Old Password *', 'New Password *', and 'Confirm New Password *'. To the right of the 'Old Password' field is an orange button labeled 'SHOW TEXT'. Below the input fields is a red notice: 'Notice : New password must have 8 digits or more and contains at least 1 uppercase letter and 1 lowercase letter and 1 number'. At the bottom center is a green 'SAVE' button, which is highlighted with a red rectangle and a red circle containing the number '3'. At the bottom right is a red 'CLOSE' button.

Figure 14 shows Change Password page

4. When finish editing, click “Save”.



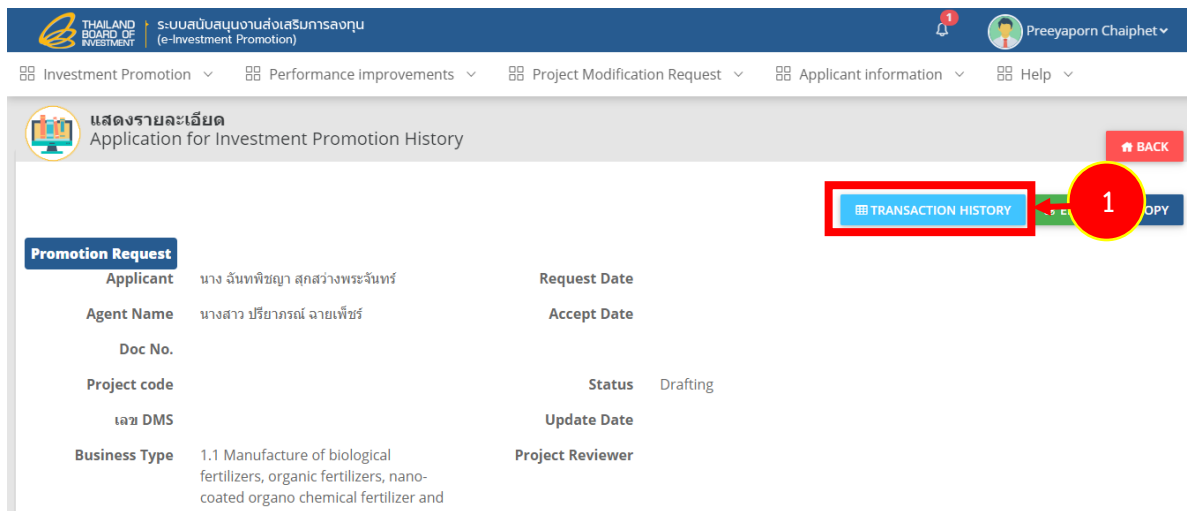
The image shows a 'Profile' form. It contains various input fields for user information: Username (1600100567544), Name-SurName (Miss Preeyaporn Chalphet), Address, District, Zip Code, Mobile number, Telephone number, Password, Province, Sub-District, E-mail, Fax, and an EXT field. There is an orange button labeled 'CHANGE PASSWORD' with a pencil icon. At the bottom center is a green 'SAVE' button with a checkmark icon, which is highlighted with a red rectangle and a red circle containing the number '4'.

Figure 15 shows Profile page

Chapter 2 Important Module

2.1 Application for Investment History

1. The company is able to check application state from the officer on **Application for Investment Promotion History** as the figure. Click at **Transaction History** button for checking.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion) 1 Preeyaporn Chalphet

Investment Promotion Performance improvements Project Modification Request Applicant information Help

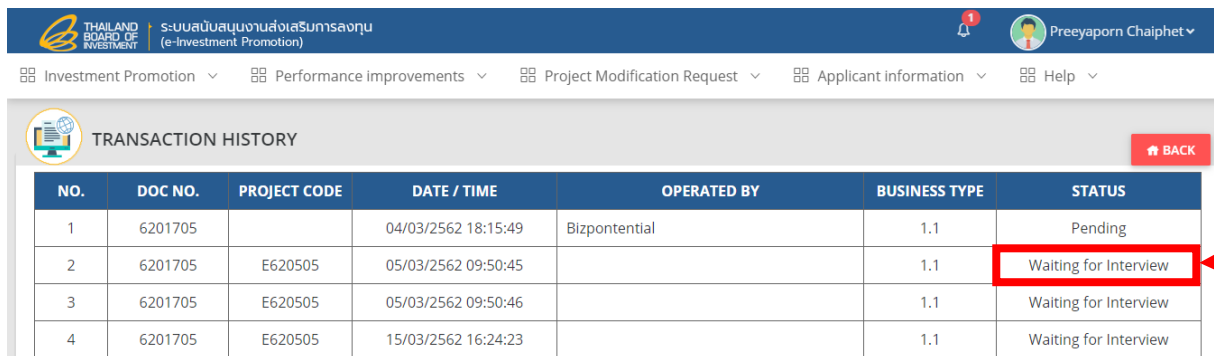
แสดงรายละเอียด
Application for Investment Promotion History BACK

Promotion Request

Applicant	นาง จันทิพย์ญา สุกสว่างพระจันทร์	Request Date	
Agent Name	นางสาว ปรีชาภรณ์ ฉายเพชร	Accept Date	
Doc No.			
Project code		Status	Drafting
เลข DMS		Update Date	
Business Type	1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and ...		
	Project Reviewer		

Figure 16 Application for Investment Promotion History Screen

- After click at **Transaction History**, the table would appear and show **Waiting for Interview** message which indicate that the officers already have the requests.



NO.	DOC NO.	PROJECT CODE	DATE / TIME	OPERATED BY	BUSINESS TYPE	STATUS
1	6201705		04/03/2562 18:15:49	Bizpotential	1.1	Pending
2	6201705	E620505	05/03/2562 09:50:45		1.1	Waiting for Interview
3	6201705	E620505	05/03/2562 09:50:46		1.1	Waiting for Interview
4	6201705	E620505	15/03/2562 16:24:23		1.1	Waiting for Interview

Figure 17 Tranaction History Table

- After the requests granted, the system would automatically deliver e-mail to the company according to the system description.

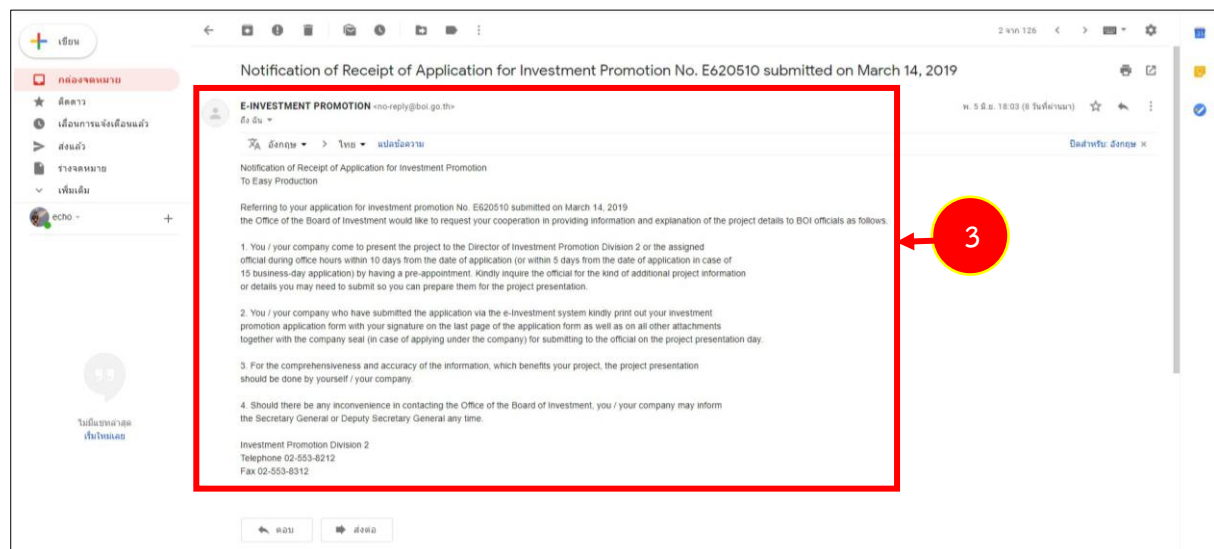


Figure 18 e-Investment Promotion Application state e-mail

2.2 Business/Request Types Changing

Business/Request Types Changing : The main purpose is to select the requires business and te system would automatically draw the related requests as follows.

1. Click at **Investment Promotion** menu on e-Investment Promotion home page.

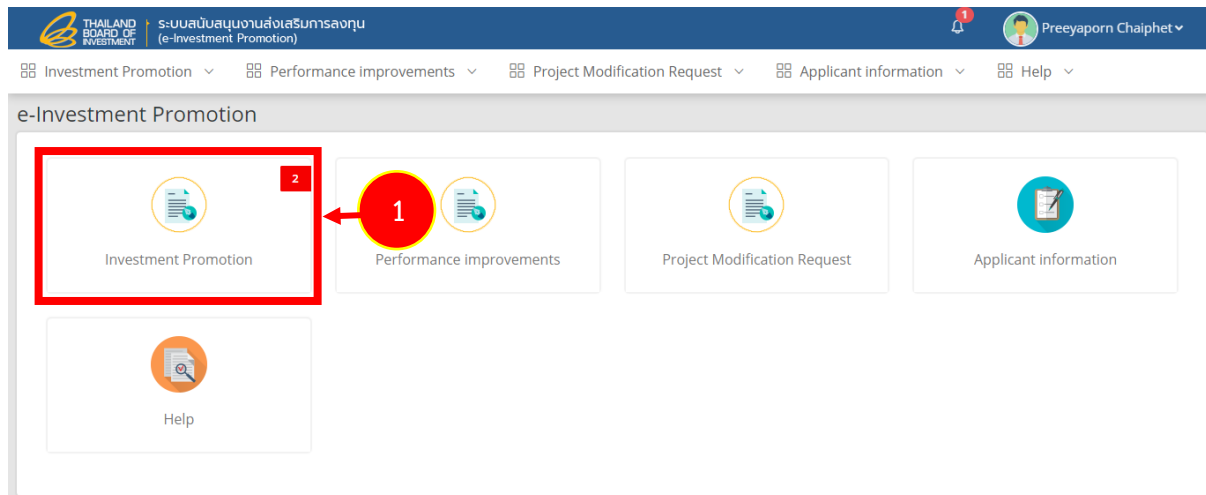


Figure 19 e-Investment Promotion Home Page

2. The system would show e-Investment Promotion requests as the figure and then click on **Application for Investment Promotion History**.

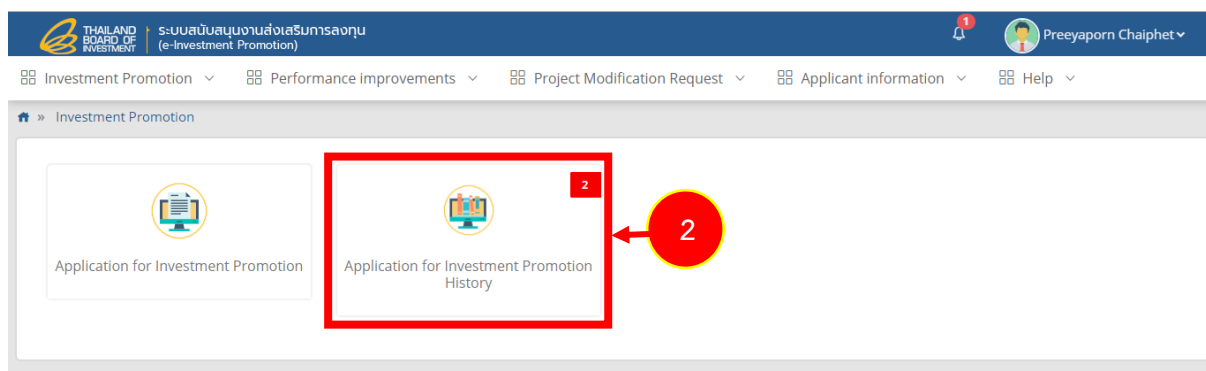
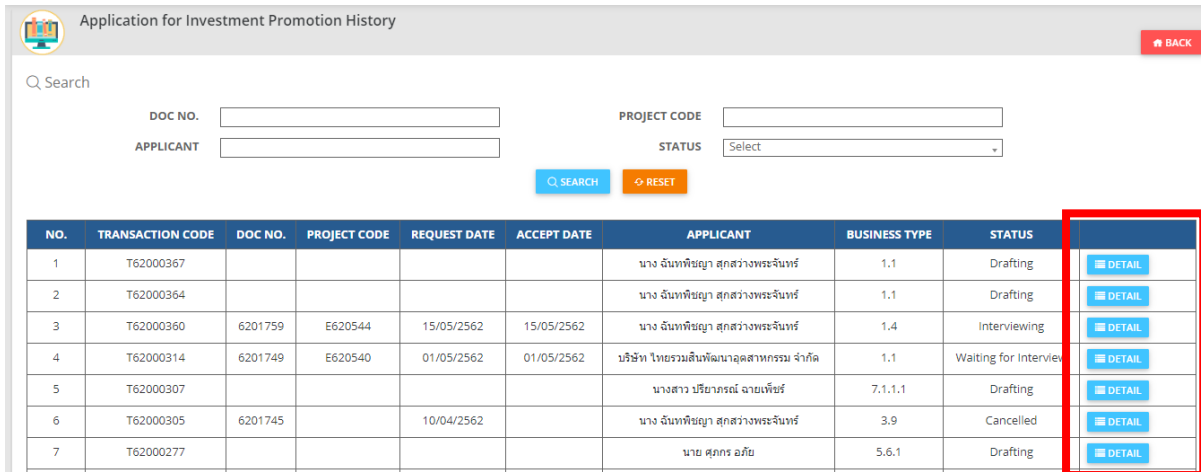


Figure 20 Application for Investment Promotion History screen

- After accessed the Application for Investment Promotion history screen, searching for application requests and select needed requests by clicking on **Detail** button.

* **Note:** please select **save draft** button or **revised** button only.

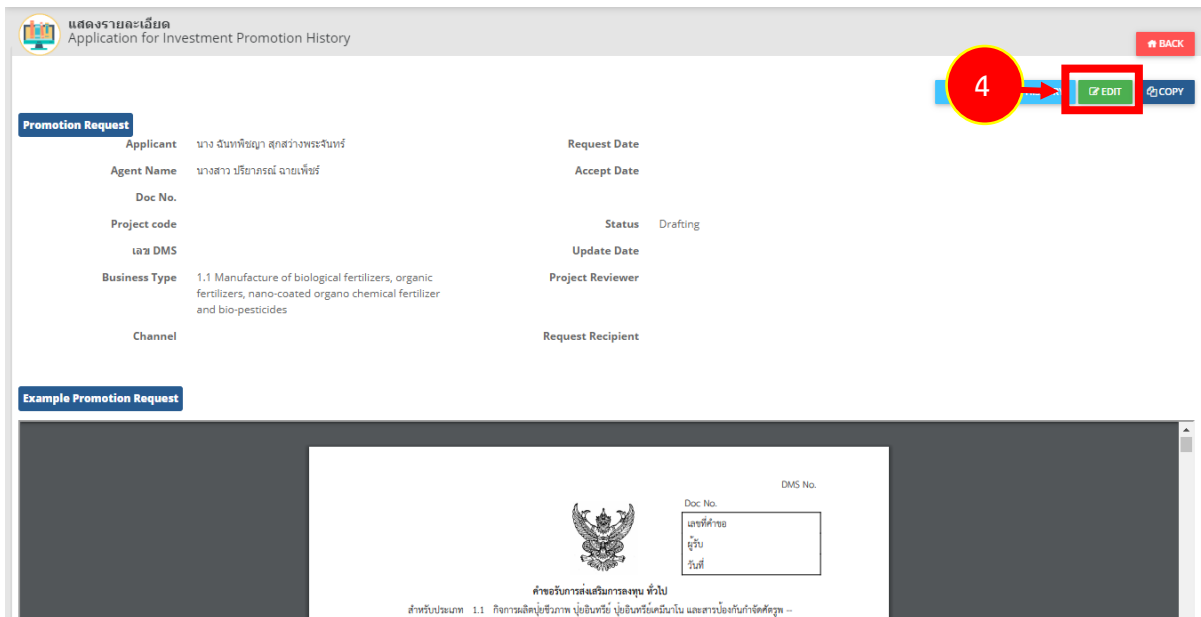
During the investigation or waiting for appointment to clarify the project, any business type could not be changed.



NO.	TRANSACTION CODE	DOC NO.	PROJECT CODE	REQUEST DATE	ACCEPT DATE	APPLICANT	BUSINESS TYPE	STATUS	
1	T62000367					นาง ฉันทพิชญา สุกสว่างพระจันทร์	1.1	Drafting	DETAIL
2	T62000364					นาง ฉันทพิชญา สุกสว่างพระจันทร์	1.1	Drafting	DETAIL
3	T62000360	6201759	E620544	15/05/2562	15/05/2562	นาง ฉันทพิชญา สุกสว่างพระจันทร์	1.4	Interviewing	DETAIL
4	T62000314	6201749	E620540	01/05/2562	01/05/2562	บริษัท ไทยธรรมสินธุ์พัฒนาอุตสาหกรรม จำกัด	1.1	Waiting for interview	DETAIL
5	T62000307					นางสาว ปรีชาภรณ์ ฉายเพ็ชร์	7.1.1.1	Drafting	DETAIL
6	T62000305	6201745		10/04/2562		นาง ฉันทพิชญา สุกสว่างพระจันทร์	3.9	Cancelled	DETAIL
7	T62000277					นาย ศุภกร อภัย	5.6.1	Drafting	DETAIL

Figure 21 Application for Investment Promotion History screen

- The system would show application details as the figure, click on **Edit** button to change business type.



Application for Investment Promotion History

Promotion Request

Applicant: นาง ฉันทพิชญา สุกสว่างพระจันทร์
 Agent Name: นางสาว ปรีชาภรณ์ ฉายเพ็ชร์
 Doc No.:
 Project code:
 เลข DMS:
 Business Type: 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides
 Channel:

Request Date:
 Accept Date:
 Status: Drafting
 Update Date:
 Project Reviewer:
 Request Recipient:

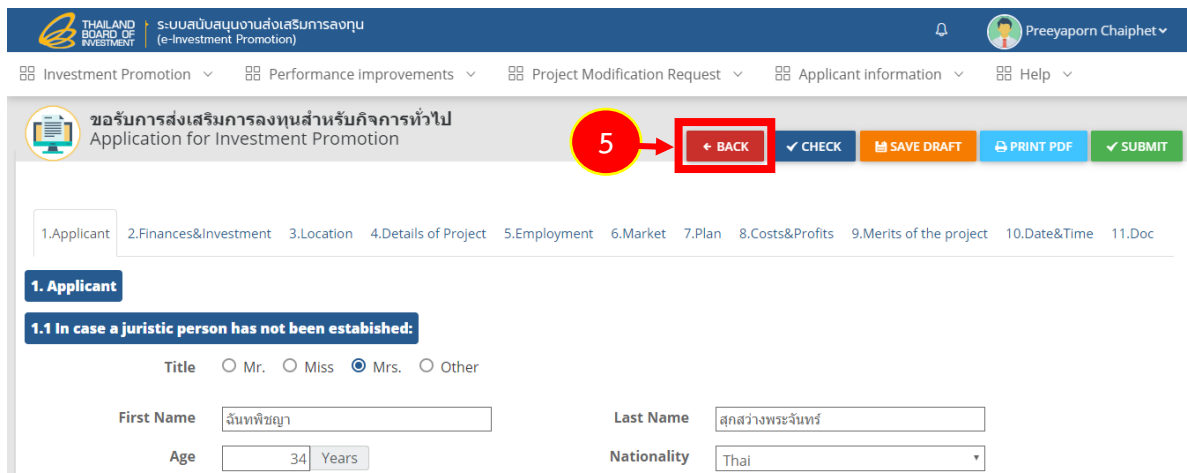
Example Promotion Request

DMS No.:
 เลขที่คำขอ:
 ผู้รับ:
 วันที่:

คำขอรับการส่งเสริมการลงทุน ทวีป
 สำหรับประเภท 1.1 กิจกรรมผลิตปุ๋ยชีวภาพ ปุ๋ยอินทรีย์ ปุ๋ยอินทรีย์ผสมปุ๋ยเคมี และสารชีวภัณฑ์กำจัดศัตรูพืช -

Figure 22 Application for Investment Promotion History screen

5. The system would show the application request details and then click on **Back** button to change business types.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Costs&Profits 9.Merits of the project 10.Date&Time 11.Doc

1. Applicant

1.1 In case a juristic person has not been established:

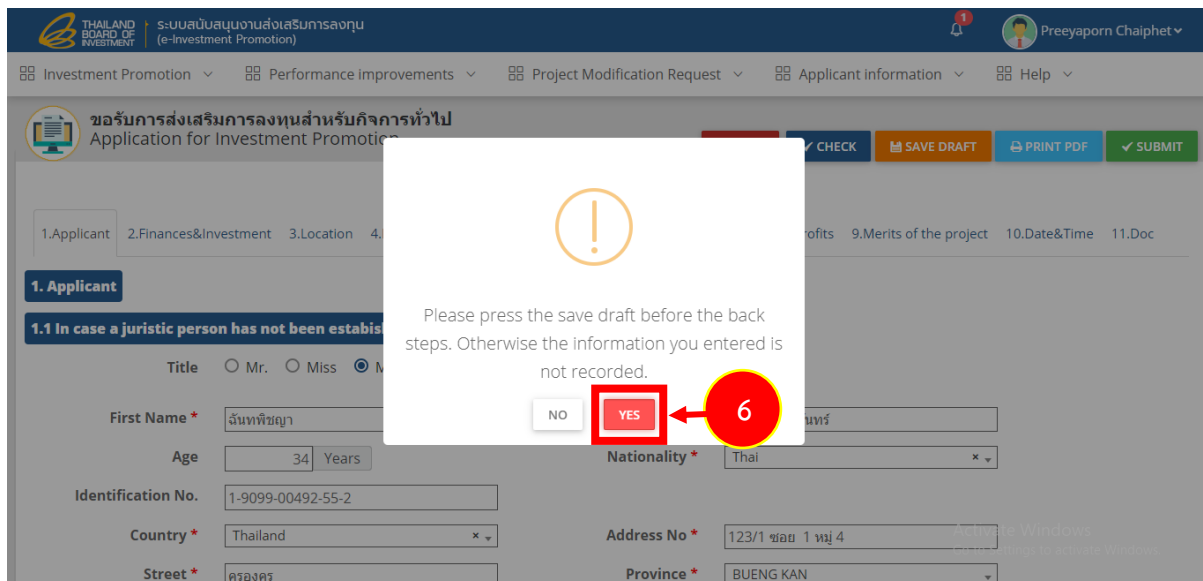
Title ☐ Mr. ☐ Miss ☒ Mrs. ☐ Other

First Name Last Name

Age Years Nationality

Figure 23 Application for Investment Promotion History details screen

6. The system would show attention popup as the figure, click on **Yes** button (if you would like to save before the back steps).



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Costs&Profits 9.Merits of the project 10.Date&Time 11.Doc

1. Applicant

1.1 In case a juristic person has not been established:

Title ☐ Mr. ☐ Miss ☒ Mrs. ☐ Other

First Name * Age Years

Identification No. Nationality *

Country * Address No *

Street * Province *

Please press the save draft before the back steps. Otherwise the information you entered is not recorded.

Figure 24 Back Steps confirm popup

7. After finished the back steps, the system would show **Application for Investment Promotion** screen to change the business type by clicking on **Select Category and Activity** button.

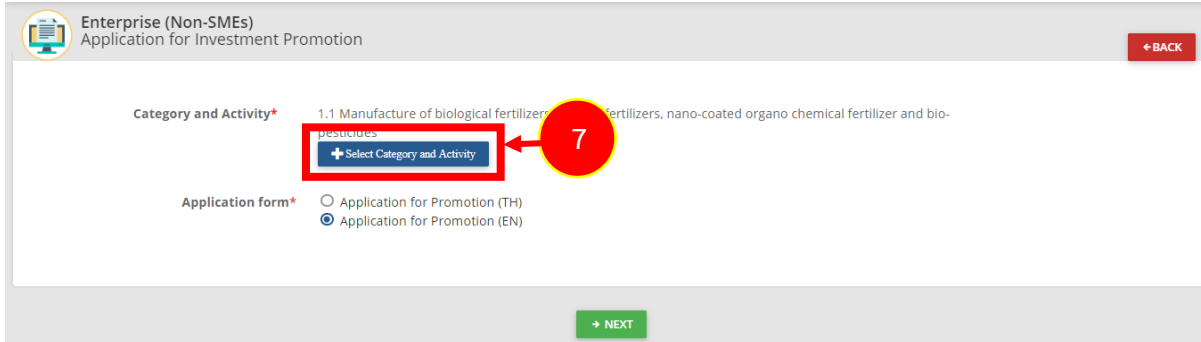
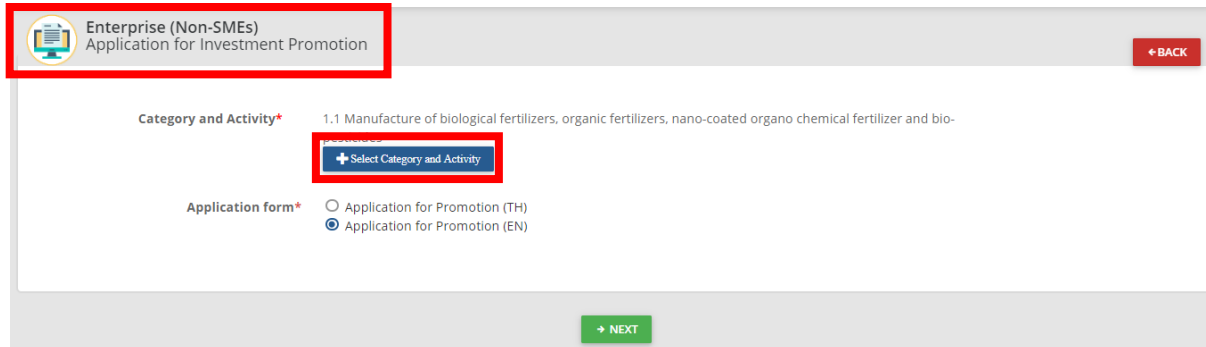


Figure 25 Application for Investment Promotion History screen

2.3 Secondary Application Form

In case of application form selection which requests to be completed with additional information, the system would automatically draw data into its application form after the company completed the primary application form in order to have the correct and related primary and secondary application forms according to the types of selected business like SMEs, Promotion Service Activity Application, and Software Application with attached business type secondary forms.



Enterprise (Non-SMEs)
Application for Investment Promotion

Category and Activity* 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides
+ Select Category and Activity

Application form* ☐ Application for Promotion (TH)
☒ Application for Promotion (EN)

NEXT

Figure 26 Application for Investment Promotion Filling screen

2.4 Project Information Copying

1. Project Information copying could be only applied by the company section via **Investment Promotion** menu.

This session aim to facilitate the company and project advisor. The previous information Promotion Projects which submitted could be copied and revised in order to request the new project and reduce timing for information filling.

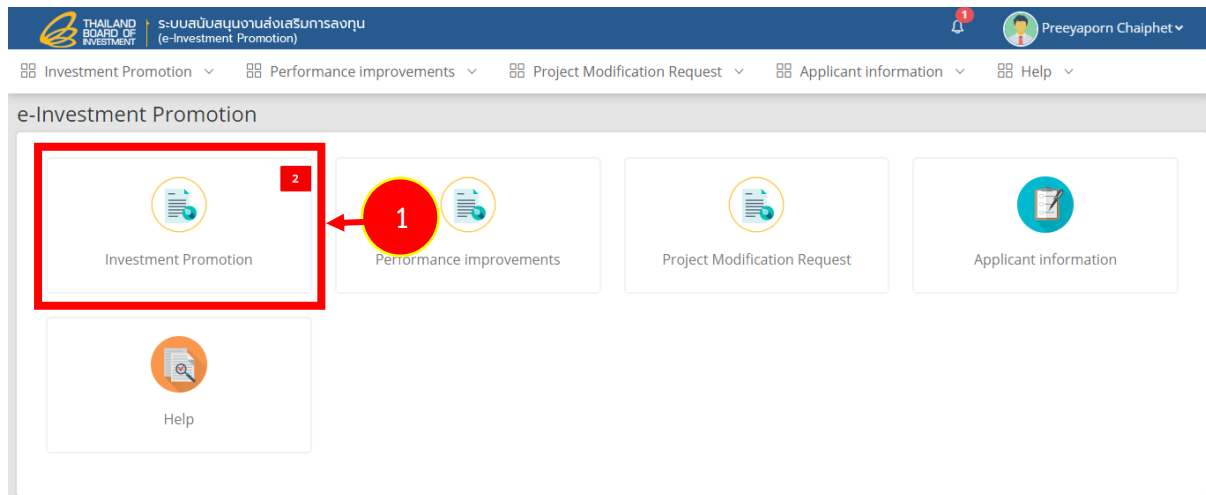


Figure 27 : e-Investment Promotion Home Page

2. Then, click on **Application for Investment Promotion History** button.

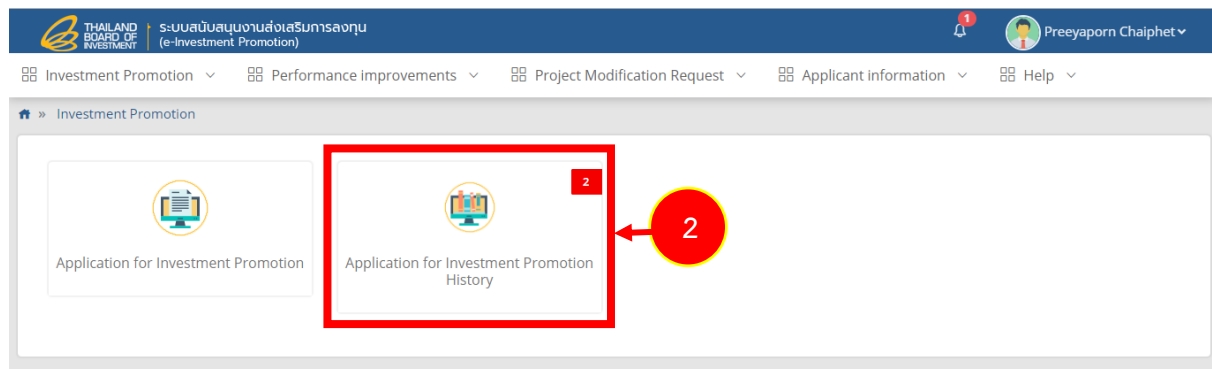
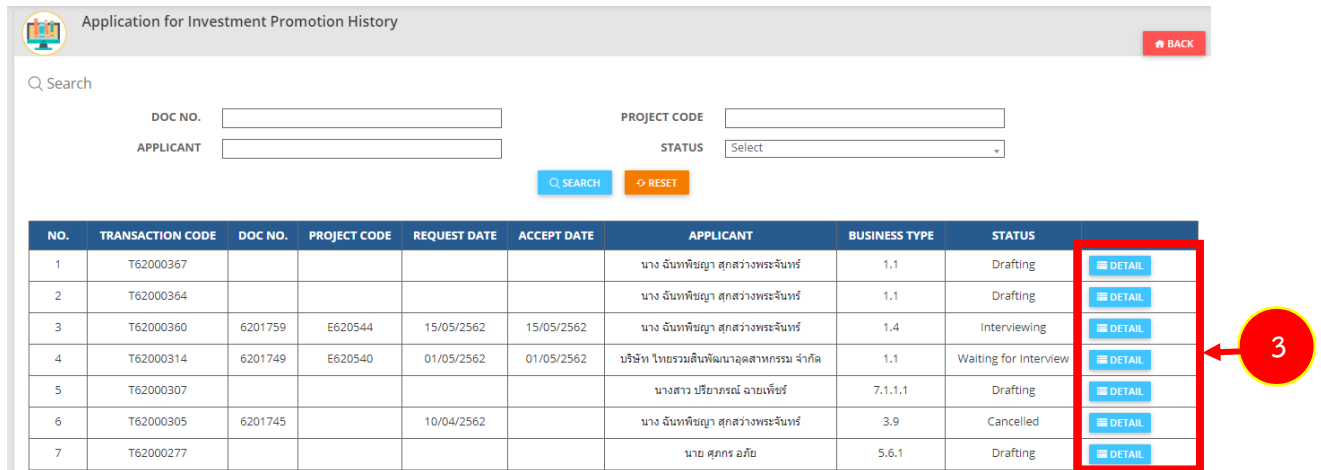


Figure 28 Application for Investment Promotion Page

- Click on **Detail** button to show the project details for copying.



Application for Investment Promotion History

Q Search

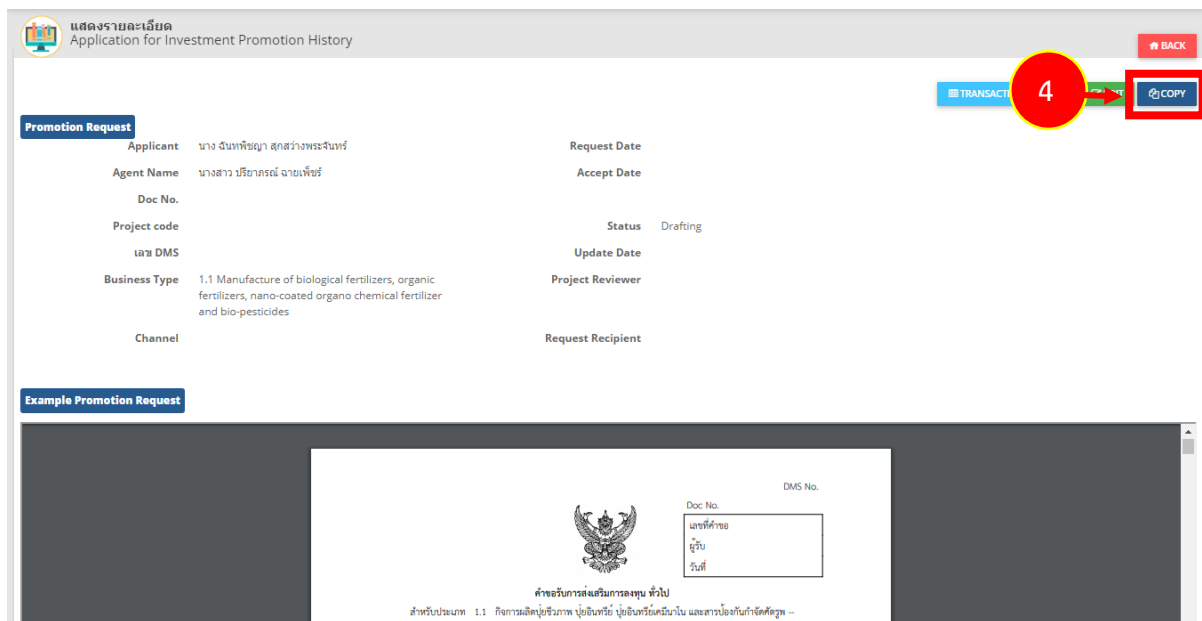
DOC NO. PROJECT CODE

APPLICANT STATUS

NO.	TRANSACTION CODE	DOC NO.	PROJECT CODE	REQUEST DATE	ACCEPT DATE	APPLICANT	BUSINESS TYPE	STATUS	
1	T62000367					นาง ฉันทพิชญ์ สุกสว่างพระจันทร์	1.1	Drafting	<input type="button" value="DETAIL"/>
2	T62000364					นาง ฉันทพิชญ์ สุกสว่างพระจันทร์	1.1	Drafting	<input type="button" value="DETAIL"/>
3	T62000360	6201759	E620544	15/05/2562	15/05/2562	นาง ฉันทพิชญ์ สุกสว่างพระจันทร์	1.4	Interviewing	<input type="button" value="DETAIL"/>
4	T62000314	6201749	E620540	01/05/2562	01/05/2562	บริษัท ไทยรวมสินพัฒนาอุตสาหกรรม จำกัด	1.1	Waiting for interview	<input type="button" value="DETAIL"/>
5	T62000307					นางสาว ปิยะภรณ์ ฉายเพชร	7.1.1.1	Drafting	<input type="button" value="DETAIL"/>
6	T62000305	6201745		10/04/2562		นาง ฉันทพิชญ์ สุกสว่างพระจันทร์	3.9	Cancelled	<input type="button" value="DETAIL"/>
7	T62000277					นาย ศุภกร อภัย	5.6.1	Drafting	<input type="button" value="DETAIL"/>

Figure 29 Application for Investment Promotion History screen

- The system would show details as the figure. Click on **Copy** button.



แสดงรายละเอียด Application for Investment Promotion History

Promotion Request

Applicant นาง ฉันทพิชญ์ สุกสว่างพระจันทร์ Request Date

Agent Name นางสาว ปิยะภรณ์ ฉายเพชร Accept Date

Doc No.

Project code Status Drafting

เลข DMS Update Date

Business Type 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides Project Reviewer

Channel Request Recipient

Example Promotion Request

Doc No.

เลขที่คำขอ

ผู้รับ

วันที่

คำขอรับการส่งเสริมการลงทุน ขั้วไป

สำหรับประเภท 1.1 กิจกรรมผลิตปุ๋ยชีวภาพ ปุ๋ยอินทรีย์ ปุ๋ยอินทรีย์หมักน้ำ และสารป้องกันกำจัดศัตรูพืช --

Figure 30 Application for Investment Promotion History screen

5. After clicked on **Copy** button, the applicants need to select between previous history or new application request and then click on **Next** button.
 - To select **Select the applicant**, previous copied data would be drawn in order to submit the application on behalf of the same company name.
 - To select **Fill out the new applicant**, previous copied data would be drawn except the data of the applicants who need to fill out in order to request the promotion on behalf of new company.

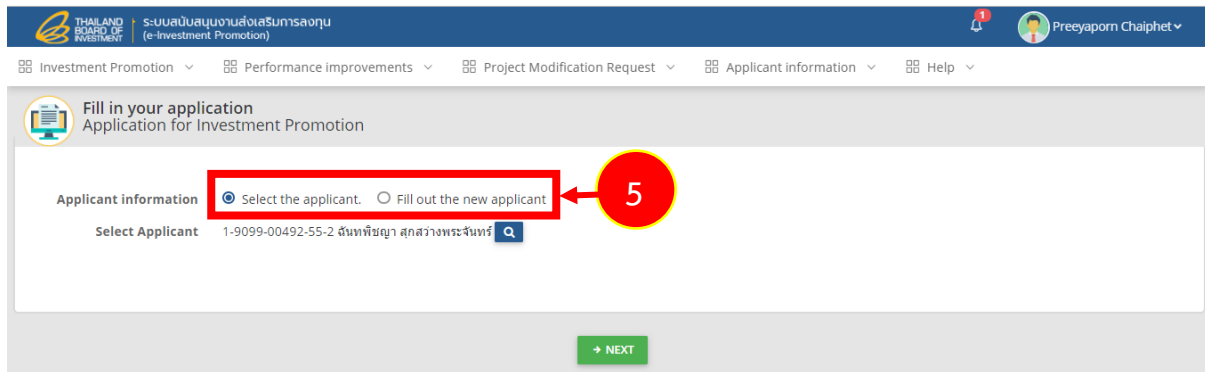


Figure 31 Application for Investment Promotion page

6. Select **The size of business**, and then click on **Next** button.

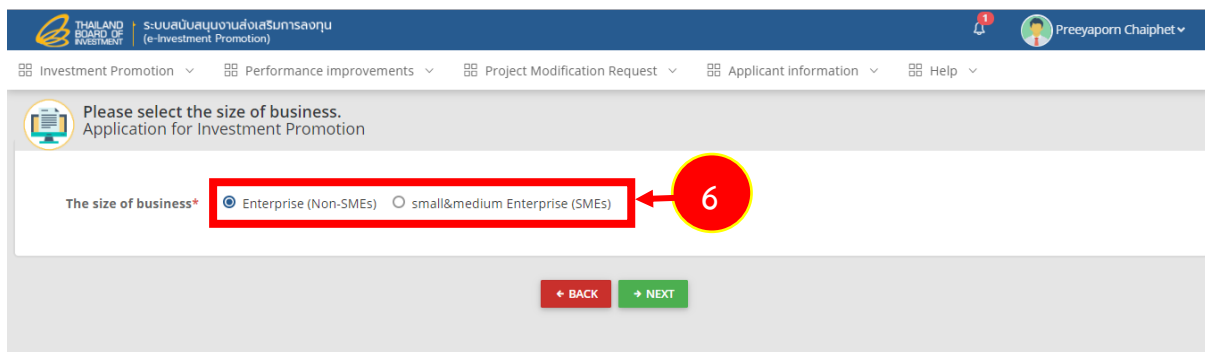


Figure 32 Business Types Selection screen

7. Select **Category and Activity**, and select **Application form**, and then click on **Next** button.

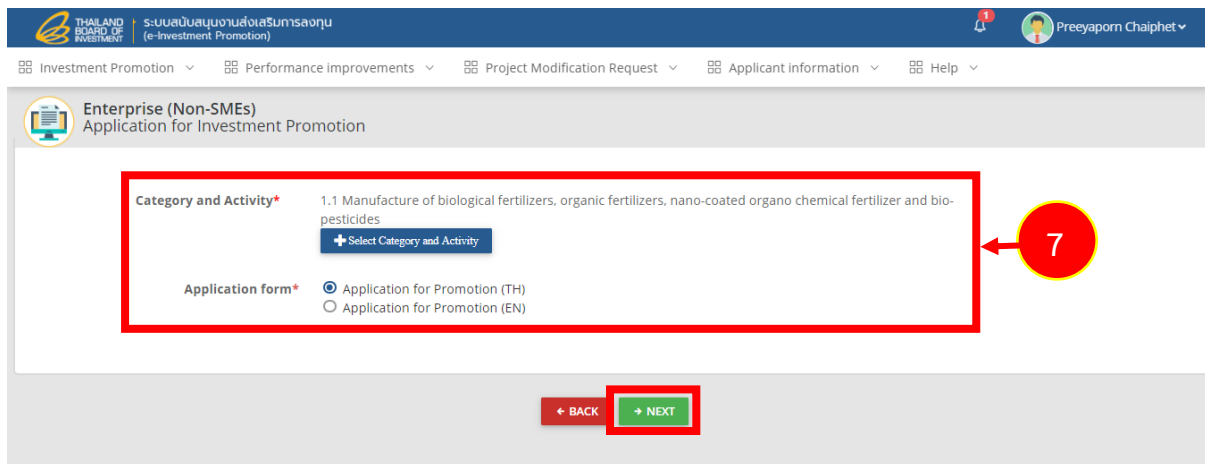


Figure 33 Business and Form Types Selection screen

8. The system shows Application for Investment Promotion “Applicant” in the first tab which already copied. The applicants are able to fill up additional data and revise the other information in each tab; Finances & Investment, Location, Details of Project, Employment, Market, Plan, Costs & Profits, Merits of the Project, Date & Time and Doc.

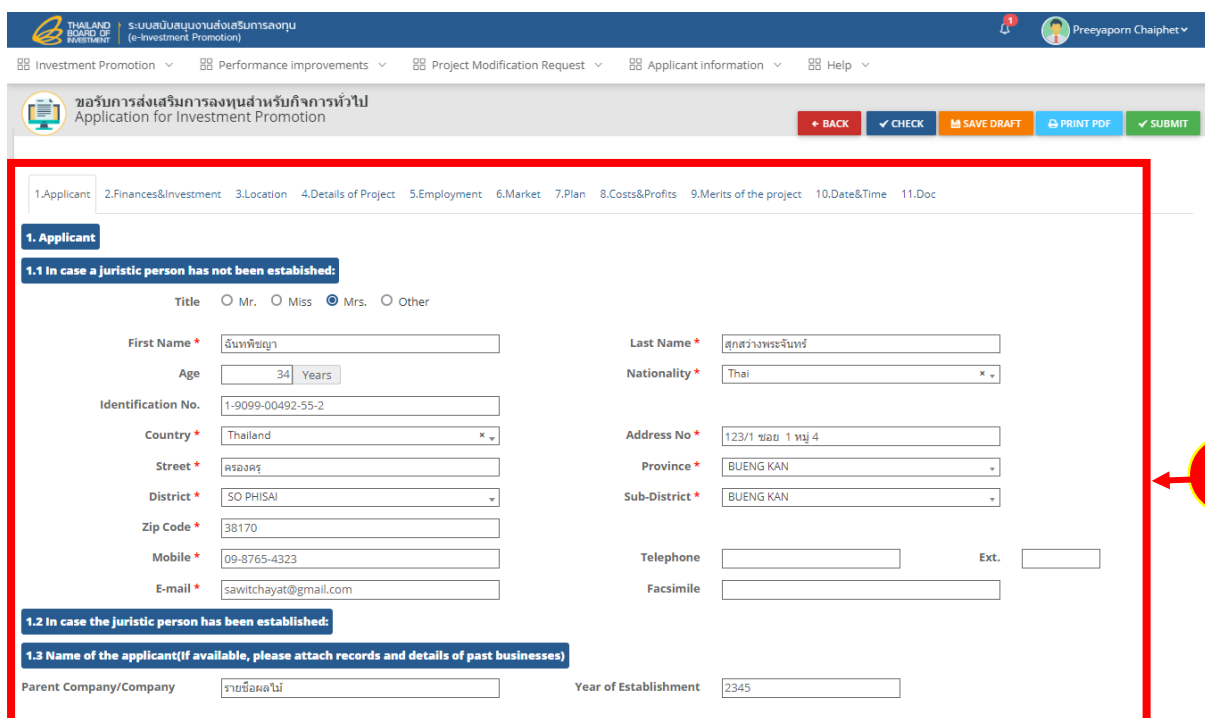


Figure 34 Application for Investment Promotion screen

2.5 Application for Investment Promotion Request Cancellation

In case of company's application is waiting for verification. Officers have not numbering the application form, the company would be able to cancel its application except the officers has already numbered the application form. However the company must notify the authorities to cancel the request. So, they would be able to access the further cancellation.

1. Click on **Investment Promotion**.

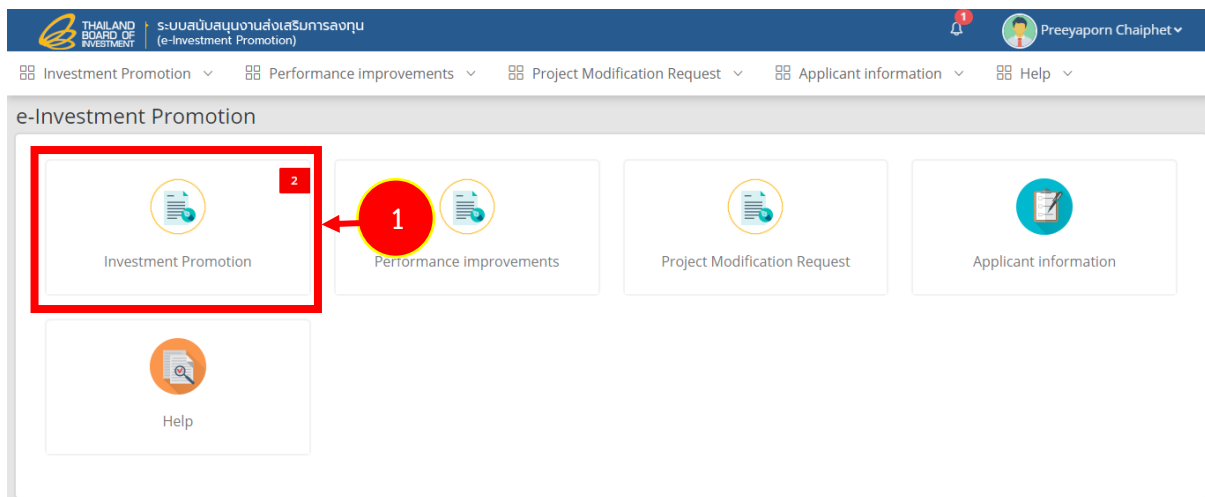


Figure 35 e-Investment Promotion Home Page

2. Then click on **Application for Investment Promotion History**

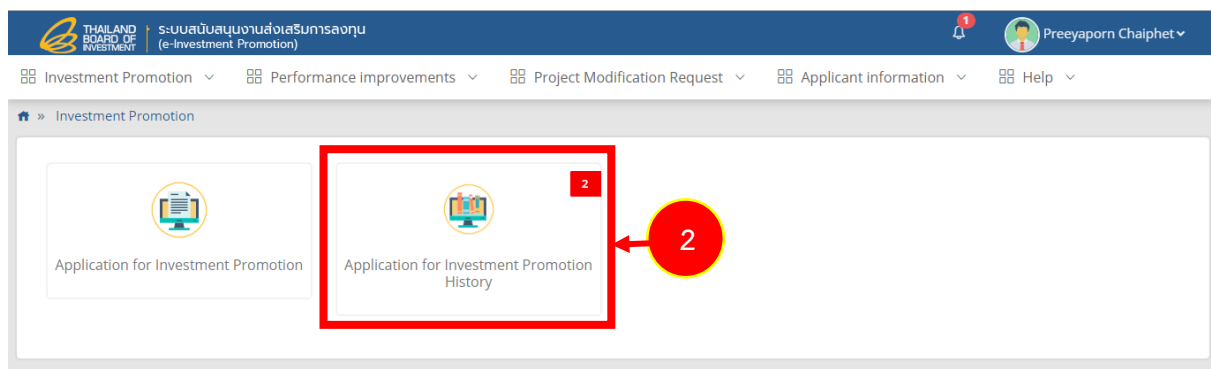
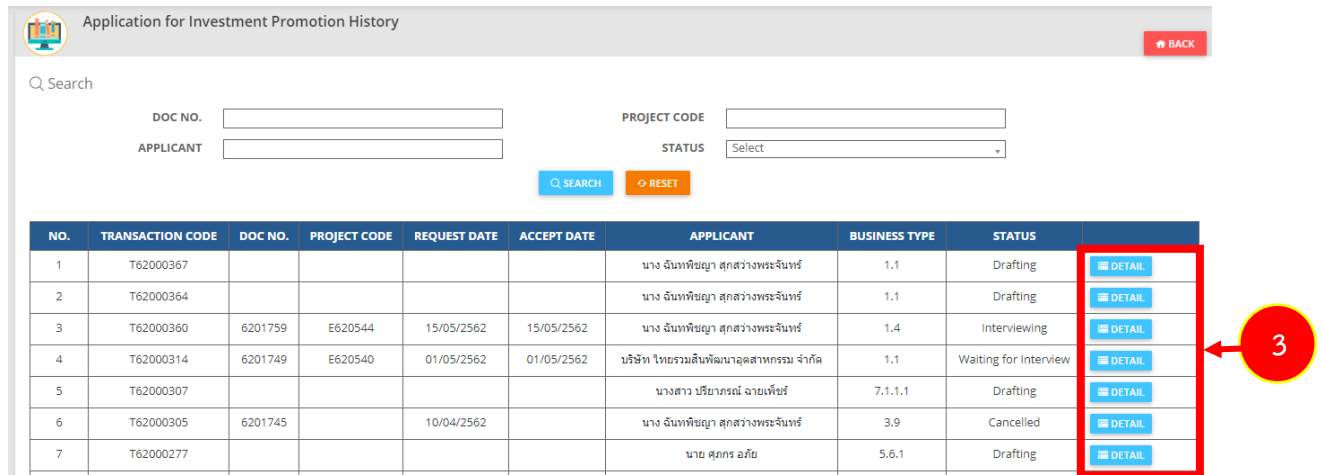


Figure 36 Application for Investment Promotion screen

- Then system shows Application for Investment Promotion History screen. Click on **Detail** button.



Application for Investment Promotion History

Q Search

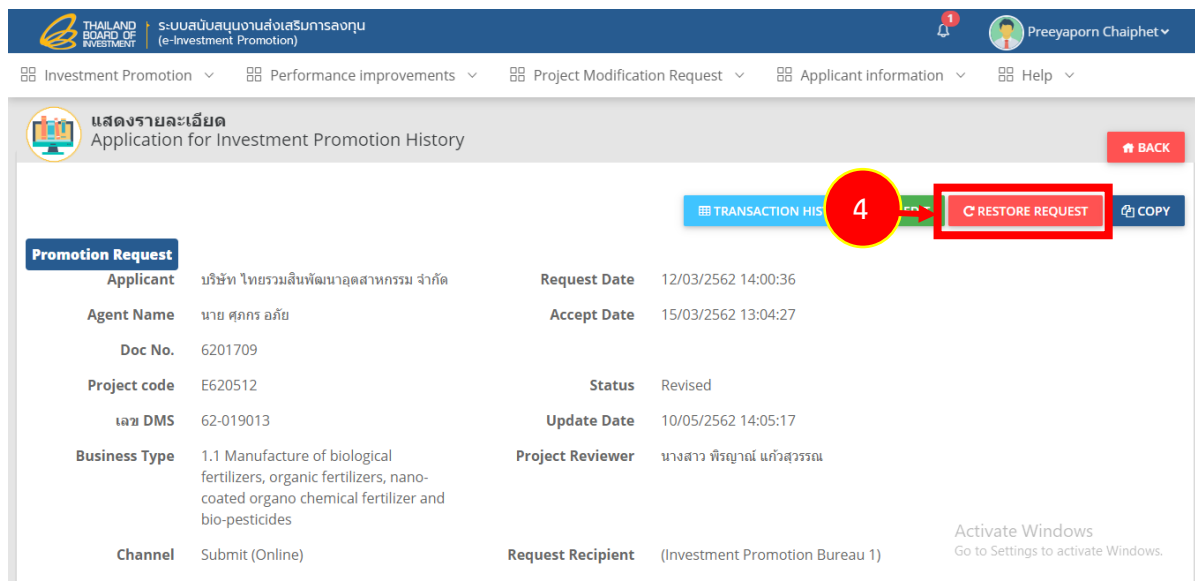
DOC NO. PROJECT CODE

APPLICANT STATUS

NO.	TRANSACTION CODE	DOC NO.	PROJECT CODE	REQUEST DATE	ACCEPT DATE	APPLICANT	BUSINESS TYPE	STATUS	
1	T62000367					นาง ฉันทพิชญา สุกสว่างพระจันทร์	1.1	Drafting	<input type="button" value="DETAIL"/>
2	T62000364					นาง ฉันทพิชญา สุกสว่างพระจันทร์	1.1	Drafting	<input type="button" value="DETAIL"/>
3	T62000360	6201759	E620544	15/05/2562	15/05/2562	นาง ฉันทพิชญา สุกสว่างพระจันทร์	1.4	Interviewing	<input type="button" value="DETAIL"/>
4	T62000314	6201749	E620540	01/05/2562	01/05/2562	บริษัท ไทยรวมสินค้านวัตกรรม จำกัด	1.1	Waiting for Interview	<input type="button" value="DETAIL"/>
5	T62000307					นางสาว ปิยะภรณ์ ฉายะไชย	7.1.1.1	Drafting	<input type="button" value="DETAIL"/>
6	T62000305	6201745		10/04/2562		นาง ฉันทพิชญา สุกสว่างพระจันทร์	3.9	Cancelled	<input type="button" value="DETAIL"/>
7	T62000277					นาย สุภกร อภัย	5.6.1	Drafting	<input type="button" value="DETAIL"/>

Figure 37 Application for Investment Promotion History screen

- The system shows the request details. Click on **Restore Request** button to cancel each request.



THAILAND BOARD OF INVESTMENT ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion Performance improvements Project Modification Request Applicant information Help

แสดงรายละเอียด Application for Investment Promotion History

Promotion Request

Applicant บริษัท ไทยรวมสินค้านวัตกรรม จำกัด Request Date 12/03/2562 14:00:36

Agent Name นาย สุภกร อภัย Accept Date 15/03/2562 13:04:27

Doc No. 6201709

Project code E620512 Status Revised

เลข DMS 62-019013 Update Date 10/05/2562 14:05:17

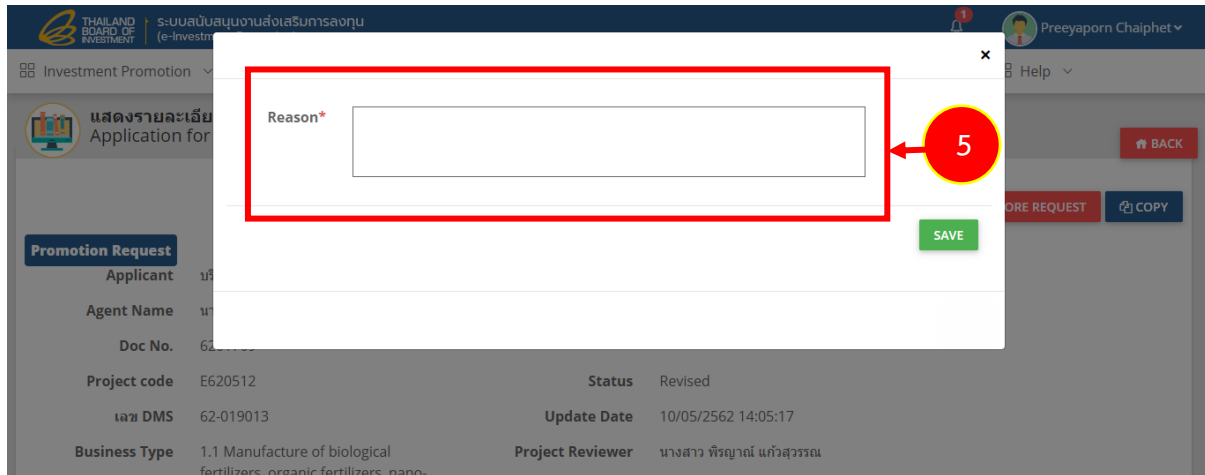
Business Type 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides Project Reviewer นางสาว พิรญาณ์ แก้วสุวรรณ

Channel Submit (Online) Request Recipient (Investment Promotion Bureau 1)

Activate Windows
Go to Settings to activate Windows.

Figure 38 Application for Investment Promotion History screen

5. Fill out the cancelled reason and click on **Save** button. The system would deliver the reason to the officers for the further steps.



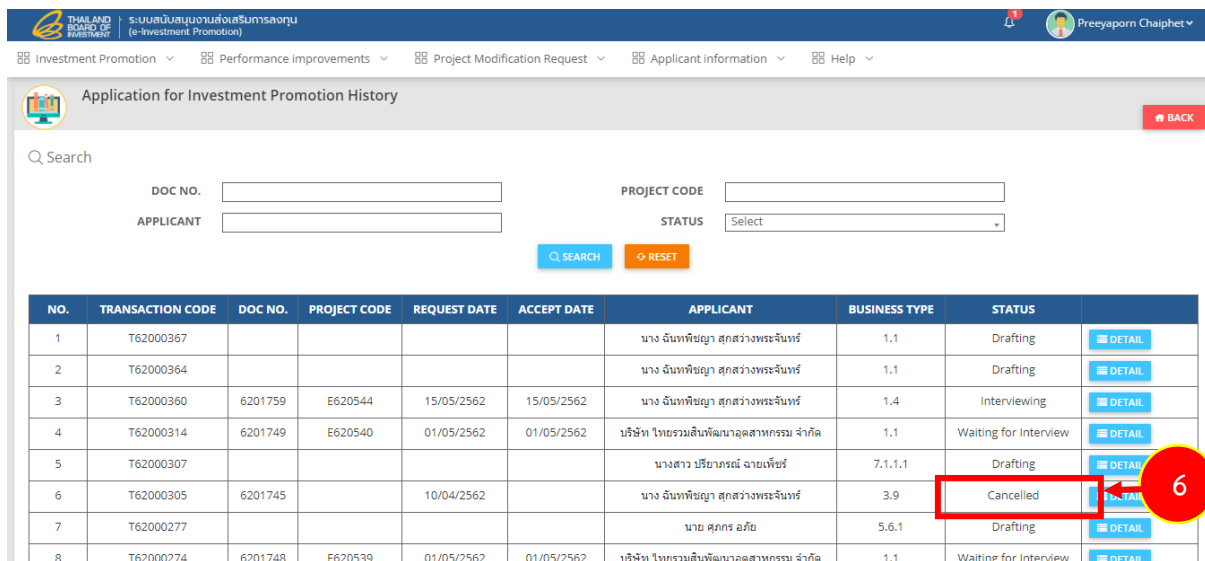
Reason*

SAVE

Applicant	Agent Name	Doc No.	Project code	Status	Revised
นางสาว พิรญาณ์ แก้วสุวรรณ		62-019013	E620512	Revised	10/05/2562 14:05:17
Business Type 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-					

Figure 39 Cancellation Reason screen

6. After the officers confirmed the cancelled reason on **Application for Investment Promotion History** screen, it would show the status of **Cancelled**.



Application for Investment Promotion History

Q Search

DOC NO. PROJECT CODE APPLICANT STATUS

SEARCH RESET

NO.	TRANSACTION CODE	DOC NO.	PROJECT CODE	REQUEST DATE	ACCEPT DATE	APPLICANT	BUSINESS TYPE	STATUS	DETAIL
1	T62000367					นาง ฉันทิยา สุกสว่างพระจันทร์	1.1	Drafting	DETAIL
2	T62000364					นาง ฉันทิยา สุกสว่างพระจันทร์	1.1	Drafting	DETAIL
3	T62000360	6201759	E620544	15/05/2562	15/05/2562	นาง ฉันทิยา สุกสว่างพระจันทร์	1.4	Interviewing	DETAIL
4	T62000314	6201749	E620540	01/05/2562	01/05/2562	บริษัท ไทยธรรมสินธุ์พัฒนาอุตสาหกรรม จำกัด	1.1	Waiting for Interview	DETAIL
5	T62000307					นางสาว ปิยะภรณ์ ฉายเพชร	7.1.1.1	Drafting	DETAIL
6	T62000305	6201745		10/04/2562		นาง ฉันทิยา สุกสว่างพระจันทร์	3.9	Cancelled	DETAIL
7	T62000277					นาย ศุภกร อภัย	5.6.1	Drafting	DETAIL
8	T62000274	6201748	E620539	01/05/2562	01/05/2562	บริษัท ไทยธรรมสินธุ์พัฒนาอุตสาหกรรม จำกัด	1.1	Waiting for Interview	DETAIL

Figure 40 Cancelled Status screen

Chapter 3 Application for Investment Promotion

3.1 New Application for Investment Promotion

1. Click on **Investment Promotion** menu and then click on **Application for Investment Promotion** sub-menu.

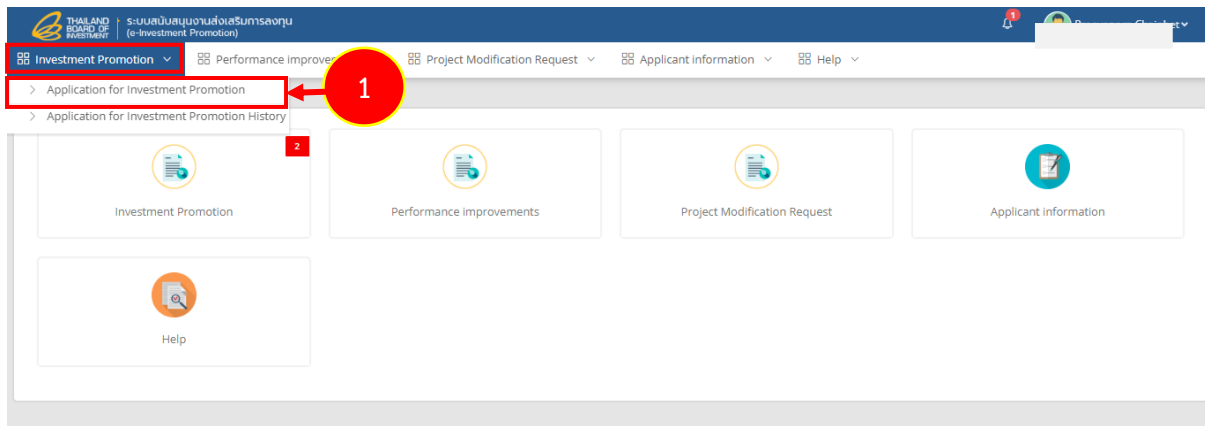


Figure 41 Application for Investment Promotion screen

2. The system shows Applicant's information screen. The applicant would select 2 choices which are Select the applicant or Fill out the new applicant.

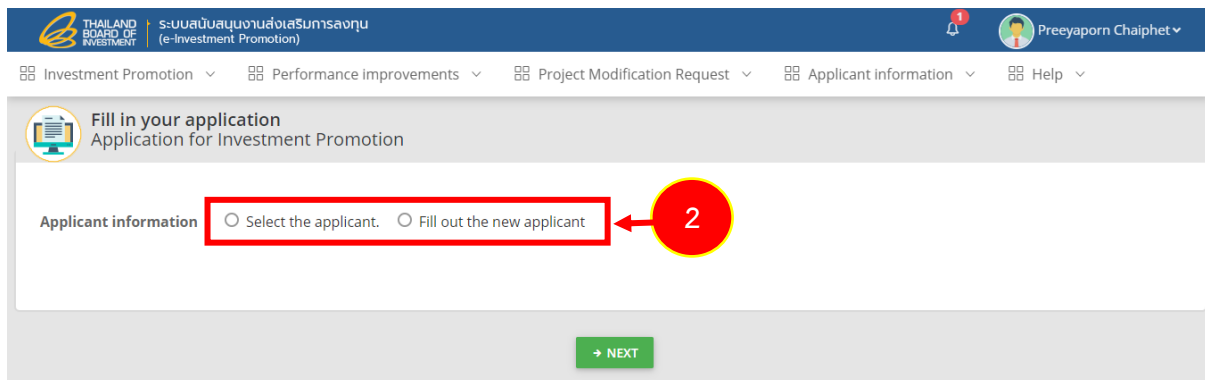


Figure 42 Applicant Information screen

Example: For Select the applicant

- To select the applicant by click on 

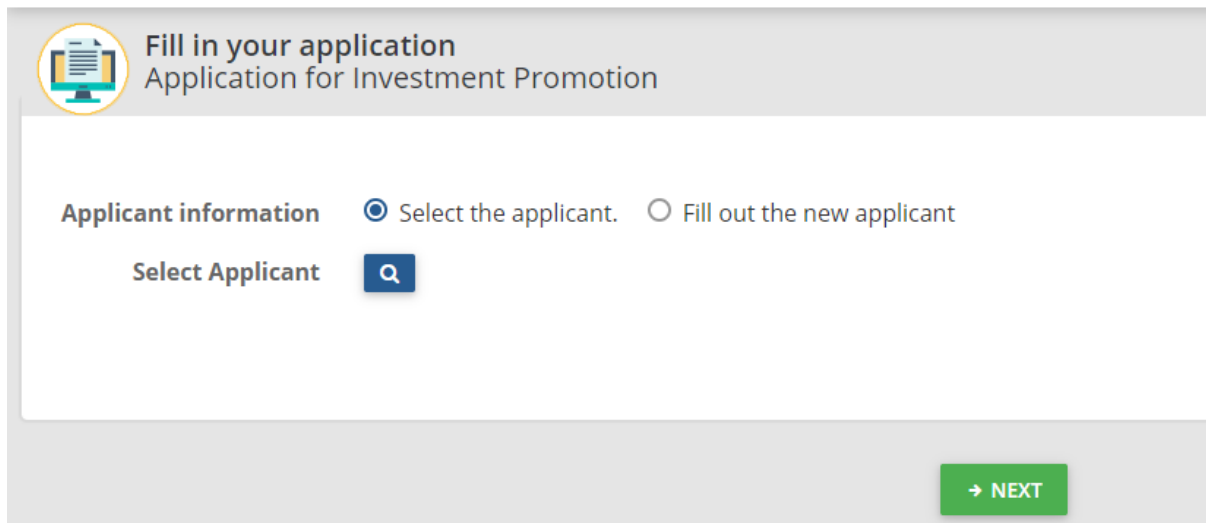

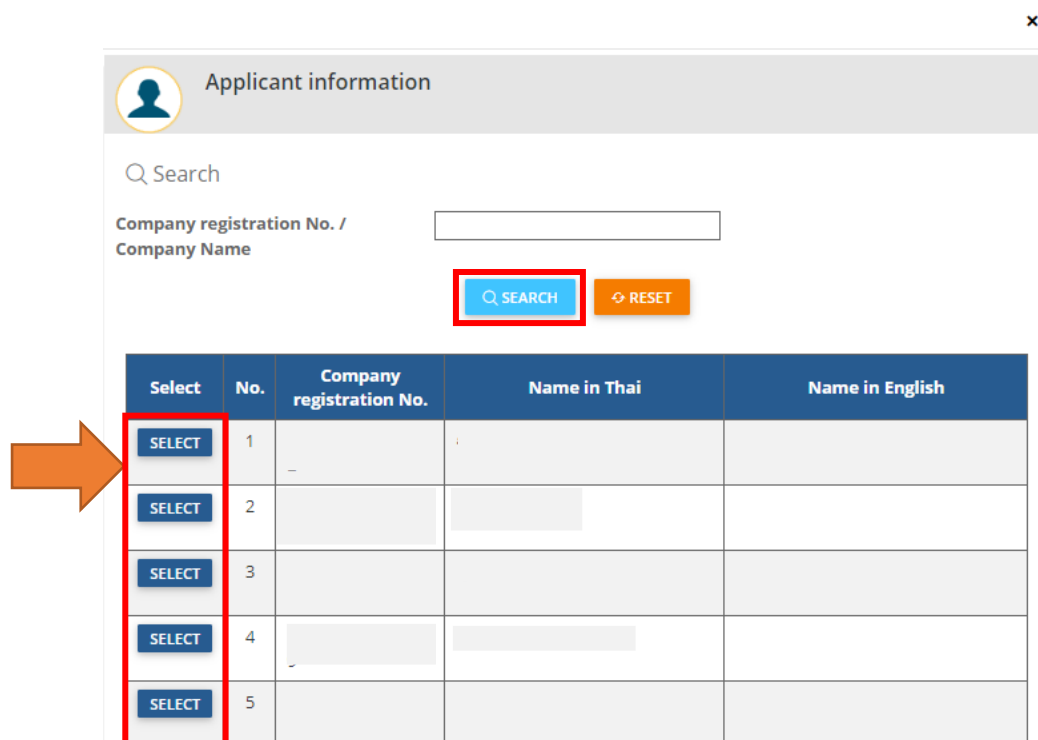


Figure 43 Applicant Information screen

- The system shows applicant information screen. The applicant can search for information via fill out the Company registration number/Company name and then click on **Search** button.

- After that click on  to select the applicant.



Select	No.	Company registration No.	Name in Thai	Name in English
SELECT	1			
SELECT	2			
SELECT	3			
SELECT	4			
SELECT	5			

Figure 44 Applicant Information screen

- The system shows the selected information and then click on **Next** button.

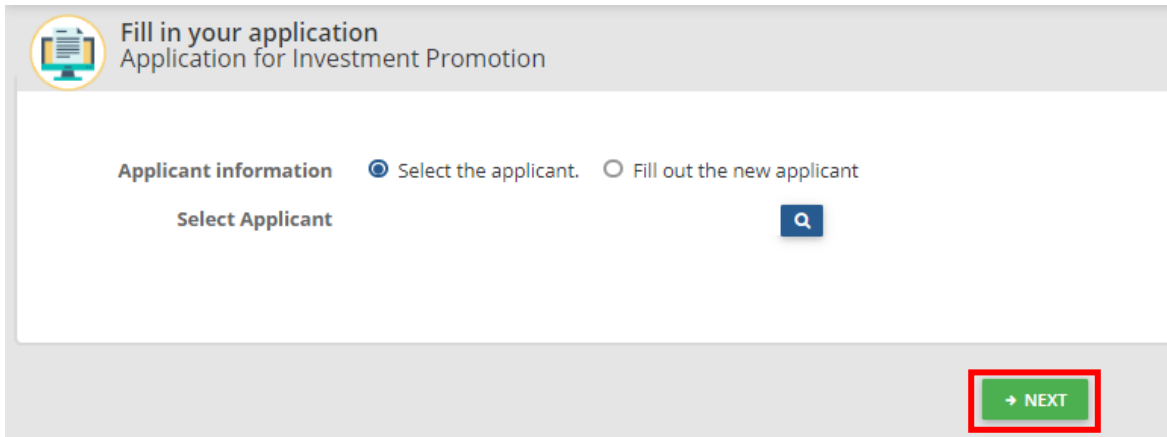


Figure 45 Application for Investment Promotion screen

Example: For New Applicant

- To select applicant between **No incorporated** or **Corporate entity**

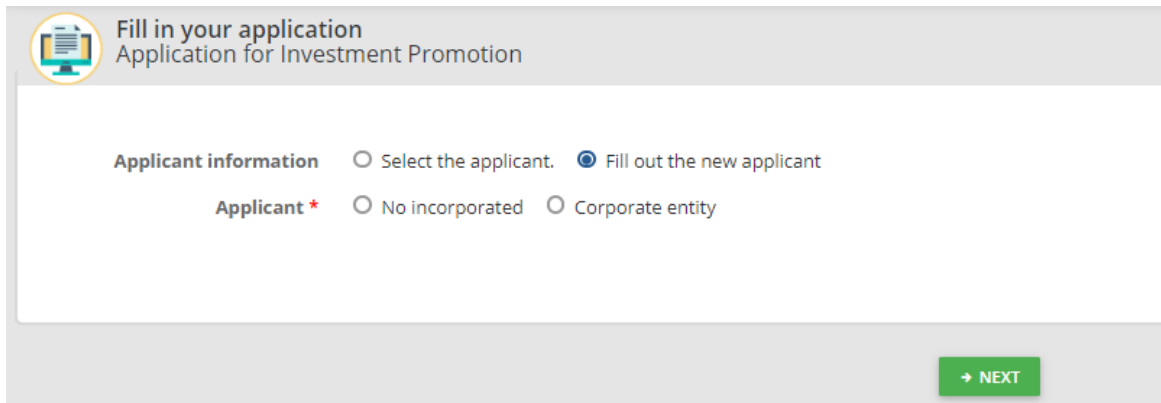
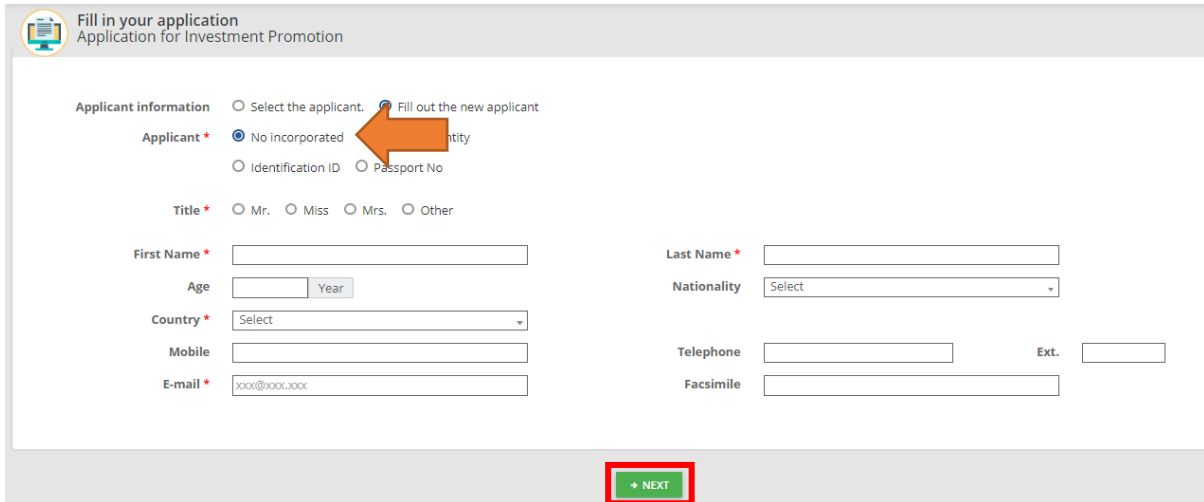


Figure 46 Application for Investment Promotion screen

- If select **No incorporated**, please fill out entire information especially the one with * red mark and then click on **Next** button.



Fill in your application
Application for Investment Promotion

Applicant information ☐ Select the applicant. ☒ Fill out the new applicant

Applicant * ☒ No incorporated ☐ Identification ID ☐ Passport No ☐ Corporate entity

Title * ☐ Mr. ☐ Miss ☐ Mrs. ☐ Other

First Name * **Last Name ***

Age **Year**

Country * **Nationality**

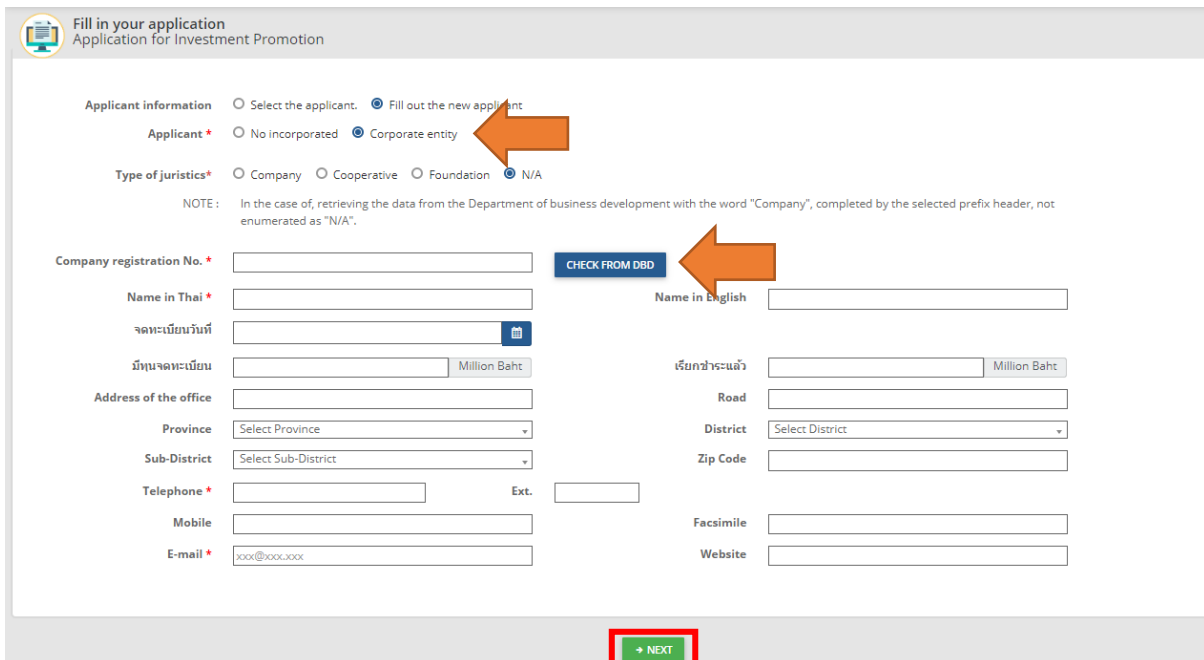
Mobile **Telephone** **Ext.**

E-mail * **Facsimile**

+ NEXT

Figure 47 Application for Investment Promotion screen

- If select **Corporate entity**, please fill out company registration number and click on **CHECK FROM DBD** button. The system would show data and then click on **Next** button.



Fill in your application
Application for Investment Promotion

Applicant information ☐ Select the applicant. ☒ Fill out the new applicant

Applicant * ☐ No incorporated ☒ Corporate entity ☐ Identification ID ☐ Passport No

Type of juristics * ☐ Company ☐ Cooperative ☐ Foundation ☒ N/A

NOTE : In the case of, retrieving the data from the Department of business development with the word "Company", completed by the selected prefix header, not enumerated as "N/A".

Company registration No. * **CHECK FROM DBD**

Name in Thai * **Name in English**

จดทะเบียนวันที่ **Million Baht**

Address of the office

Province **District**

Sub-District **Zip Code**

Telephone * **Ext.**

Mobile **Facsimile**

E-mail * **Website**

+ NEXT

Figure 48 Application for Investment Promotion screen

- After applicant's information was saved, the system would show types of the size of business for selection. Please select between Enterprise (Non-SMEs) or small&medium Enterprise (SMEs) and then click on **Next** button.

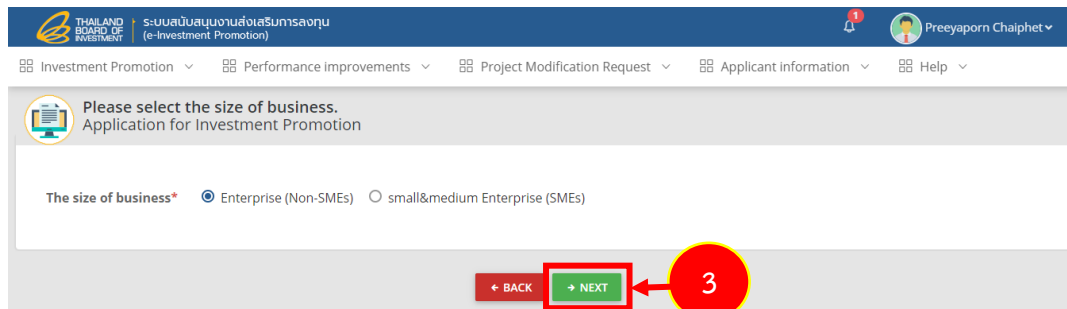


Figure 49 Application for Investment Promotion screen

- The system shows “category and activity” screen, please click on **+Select Category and Activity** button.

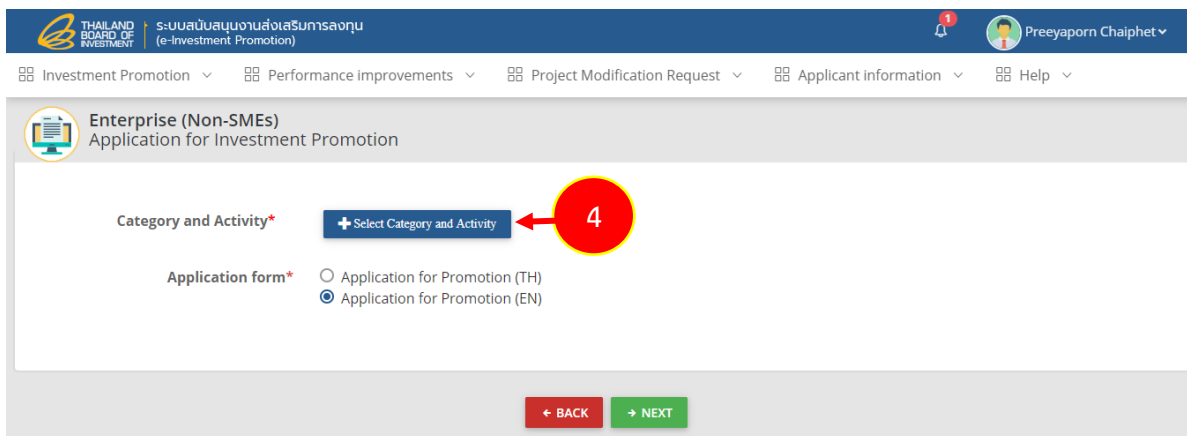
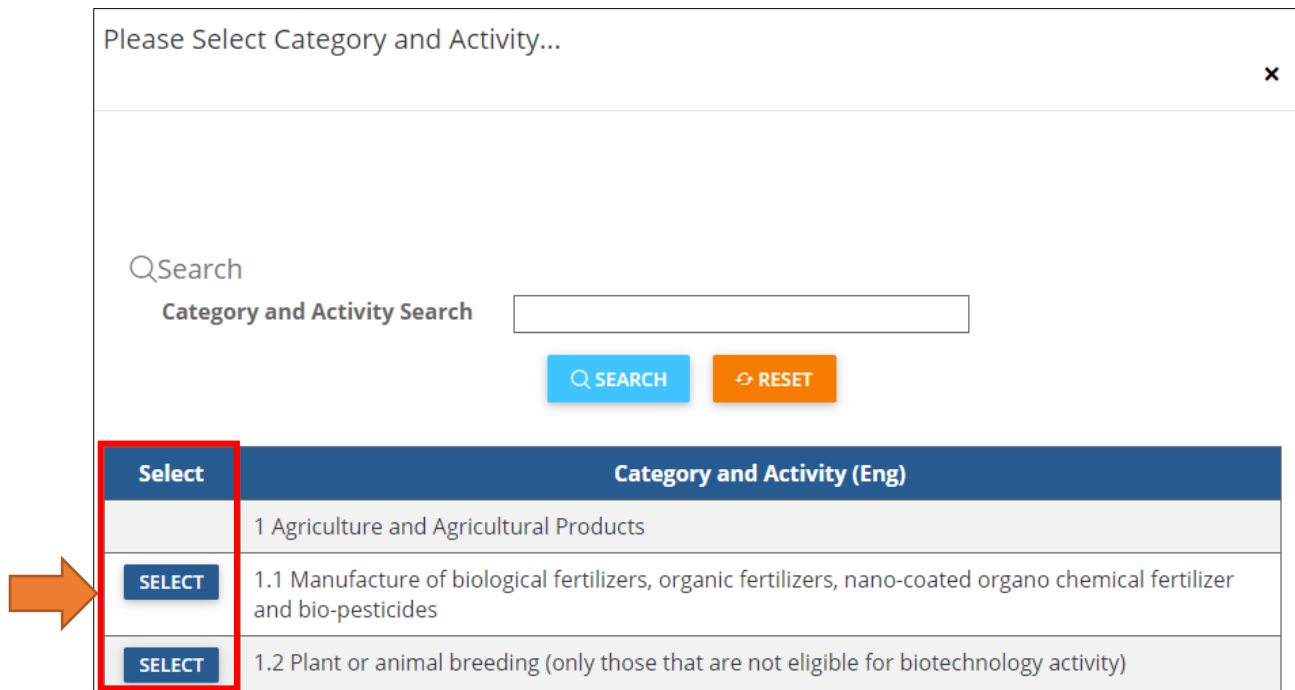


Figure 50 Application for Investment Promotion screen

- Please select category and activity by click on **SELECT** button as needed.



Please Select Category and Activity...

Q Search

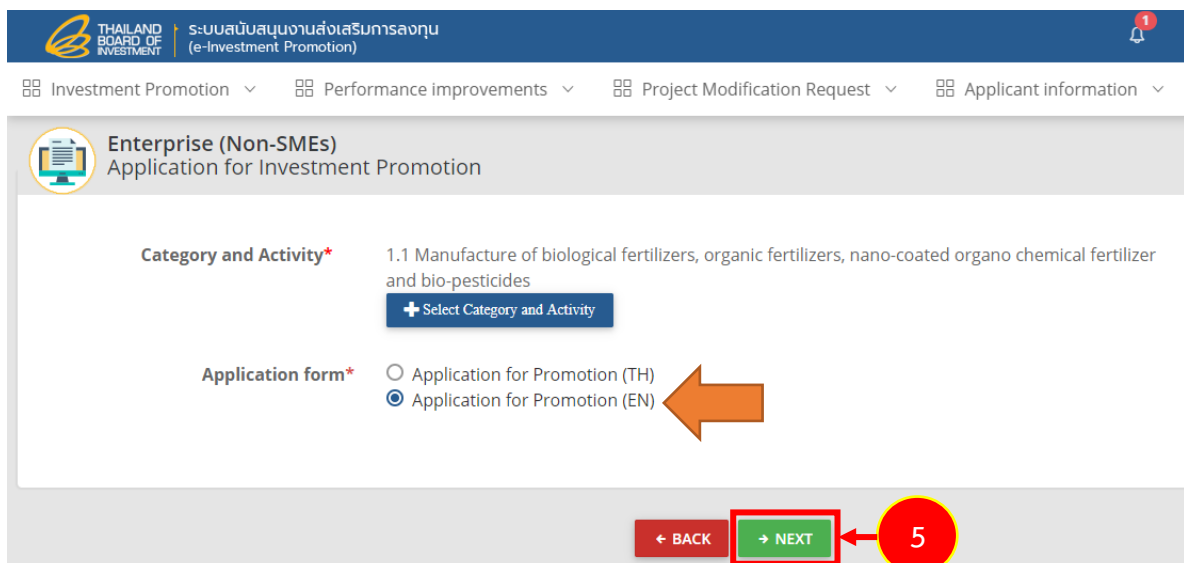
Category and Activity Search

SEARCH RESET

Select	Category and Activity (Eng)
	1 Agriculture and Agricultural Products
SELECT	1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides
SELECT	1.2 Plant or animal breeding (only those that are not eligible for biotechnology activity)

Figure 51 Category and Activity screen

5. Select application's form language and click on **Next** button.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion Performance improvements Project Modification Request Applicant information

Enterprise (Non-SMEs)
Application for Investment Promotion

Category and Activity* 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides
+ Select Category and Activity

Application form* ☐ Application for Promotion (TH) ☒ Application for Promotion (EN)

BACK NEXT 5

Figure 52 Application for Investment Promotion screen

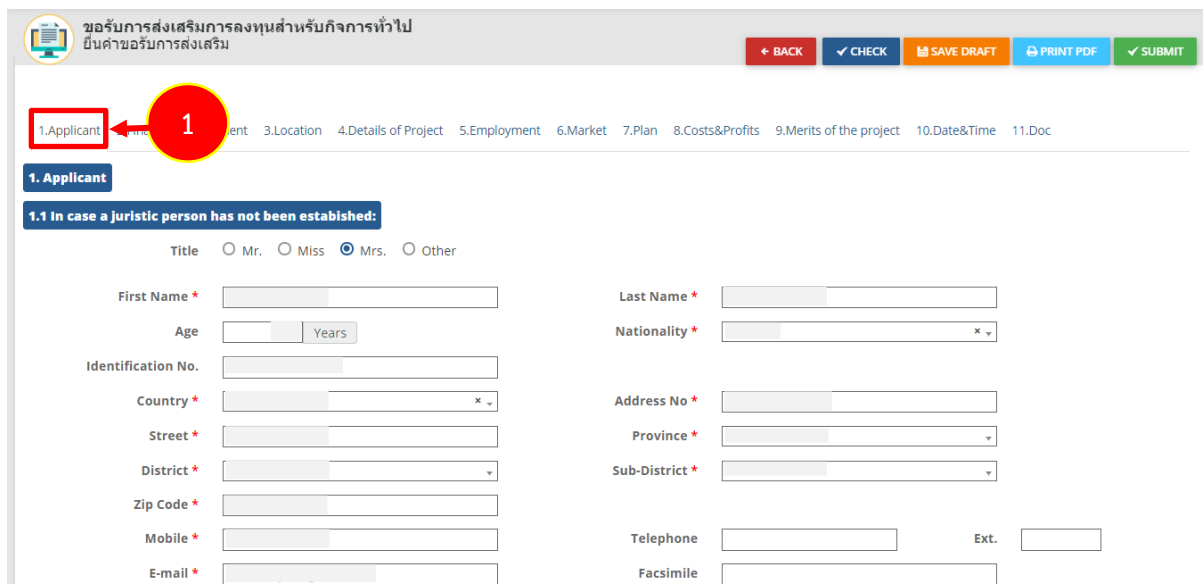
3.2 Enterprise (Non-SMEs) Application for Investment Promotion

Enterprise (Non-SMEs) Application for Investment Promotion save screen. There are various tabs like; Applicant, Finances & Investment, Location, Details of Project, Employment, Market, Plan, Costs & Profits, Merit of the Project, Date & Time and Doc.

If the applicant needs to fill out any data, please click on each tab. After filled out data, the system would save each tab automatically.

3.2.1 Application Data Record

1. Click on **Applicant** tab if the applicant is “individual person”, please fill out only “1.1 In case a juristic person has not been established”.



ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
ยื่นคำขอรับการส่งเสริม

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances & Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Costs&Profits 9.Merits of the project 10.Date&Time 11.Doc

1. Applicant

1.1 In case a juristic person has not been established:

Title ☐ Mr. ☐ Miss ☒ Mrs. ☐ Other

First Name * Last Name *

Age Years

Nationality *

Identification No.

Country *

Address No *

Street *

Province *

District *

Sub-District *

Zip Code *

Mobile *

Telephone Ext.

E-mail *

Facsimile

Figure for 1.1 In case a juristic person has not been established

- If the applicant is “juristic person”, please fill out only “1.2 In case the juristic person has been established” especially the one with “*” red mark as follows:

- Edit additional data in case of the establishment of a juristic person
- Attach a certificate by clicking on **ATTACH FILE**
- Attach shareholder list by clicking on **ATTACH FILE**
- Attach last annual financial statement by clicking on **ATTACH FILE**

1.2 In case the juristic person has been established:

Type of juristics ☐ Company ☐ Cooperative ☐ Foundation
☒ N/A

Name in Thai *

Company registration No. *

Registered capital * Million Baht

Address of the office *

Province *

Sub-District *

Telephone Ext.

Mobile

E-mail

Certificate of business registration ATTACH FILE

Specific file extensions :jpg,jpeg,png,pdf,docx,xlsx,pptx,vsd

Maximum file size : 5 MB

List of shareholders ATTACH FILE

Specific file extensions :jpg,jpeg,png,pdf,docx,xlsx,pptx,vsd

Maximum file size : 5 MB

Financial statement ATTACH FILE

Specific file extensions :jpg,jpeg,png,pdf,docx,xlsx,pptx,vsd

Maximum file size : 5 MB

Name in English

Registration Date * 📅

Paid Million Baht

Street *

District *

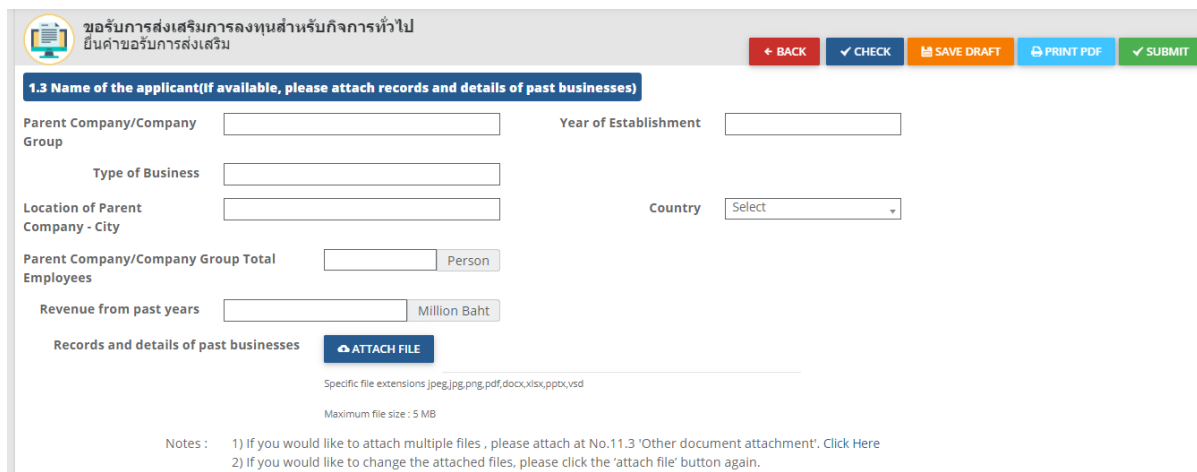
Zip Code *

Facsimile

Website

Figure for 1.2 In case the juristic person has been established

- Fill out 1.3 Name of the applicant (If available, please attach records and details of past businesses)



1.3 Name of the applicant (If available, please attach records and details of past businesses)

Parent Company/Company Group Year of Establishment

Type of Business

Location of Parent Company - City Country

Parent Company/Company Group Total Employees Person

Revenue from past years Million Baht

Records and details of past businesses

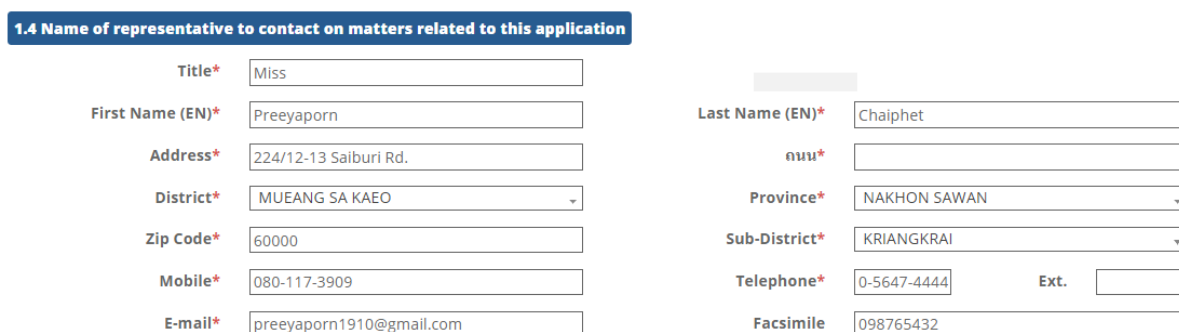
Specific file extensions: jpeg, jpg, png, pdf, docx, xlsx, pptx, vsd

Maximum file size: 5 MB

Notes: 1) If you would like to attach multiple files, please attach at No.11.3 'Other document attachment'. Click Here
2) If you would like to change the attached files, please click the 'attach file' button again.

Figure for 1.3 Name of the applicant (If available, please attach records and details of past businesses)

- Fill out the representative' details for contact



1.4 Name of representative to contact on matters related to this application

Title*

First Name (EN)*

Last Name (EN)*

Address*

District*

Province*

Zip Code*

Sub-District*


Mobile*

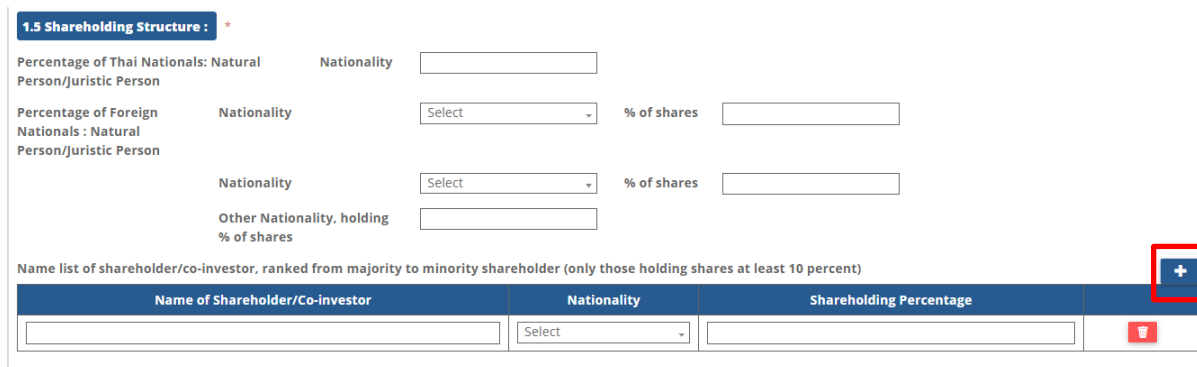
Telephone* Ext.

E-mail*

Facsimile

Figure for 1.4 Name of representative to contact on matters related to this application

- Fill out the shareholding structure. The applicant can add name list of shareholder/co-investor which ranked from majority to minority shareholder only those holding shared at least 10 percent by clicking on  button.



1.5 Shareholding Structure :

Percentage of Thai Nationals: Natural Person/Juristic Person Nationality

Percentage of Foreign Nationals: Natural Person/Juristic Person Nationality % of shares

Nationality % of shares

Other Nationality, holding % of shares

Name list of shareholder/co-investor, ranked from majority to minority shareholder (only those holding shares at least 10 percent)

Name of Shareholder/Co-investor	Nationality	Shareholding Percentage
<input type="text"/>	<input type="text" value="Select"/>	<input type="text"/>




Figure for 1.5 Shareholding Structure

- Fill out “1.6 Juristic person's employment statistics over the past three years”

1.6 Juristic person's employment statistics over the past three years

Year

Employment	Year		
	2016	2017	2018
No. of Thai employees (Persons)	<input type="text"/>	<input type="text"/>	<input type="text"/>
No. of foreign employees (Persons)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Figure for 1.6 Juristic person's employment statistics over the past three years

- Fill out If “1.7 If the juistic person has commenced operations”

1.7 If the juistic person has commenced operations.

(Unit : Million Baht)

Year	Product	Maximum		Actual production		Domestic sales			Exports		
		Quantity	Unit	Quantity	Unit	Quantity	Unit	Value	Quantity	Unit	Value
2018	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
2017	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
2016	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>
	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	Select ▾	<input type="text"/>

Notes : 1) Domestic Sales include indirect exports.

Figure for 1.7 If the juistic person has commenced operations

- Fill out “1.8 Net Profit for the past three years”

1.8 Net Profit for the past three years

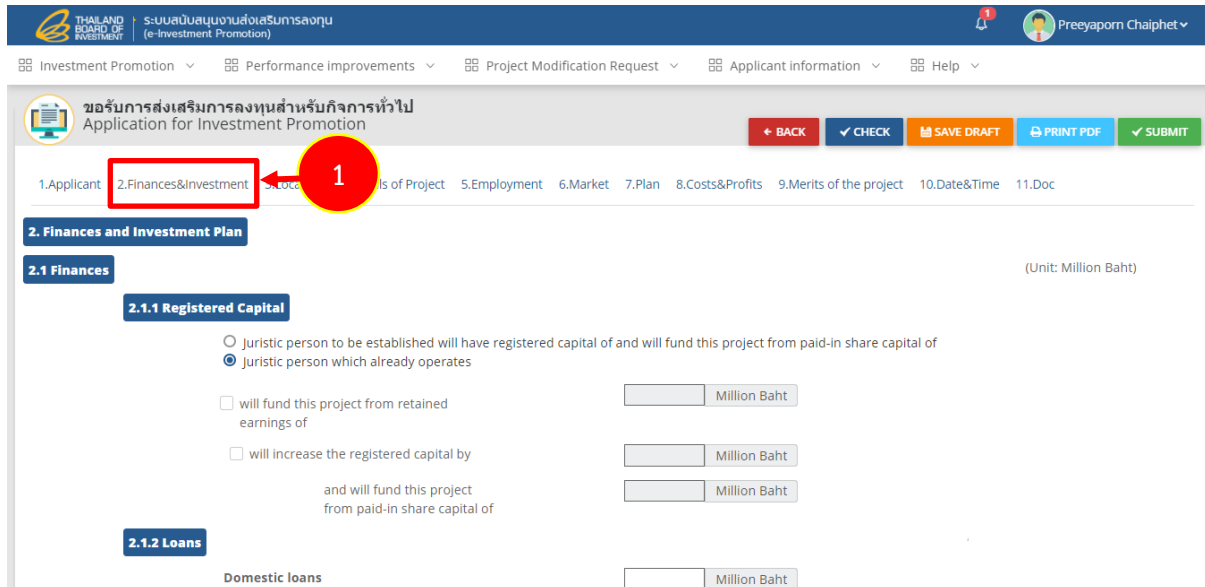
(Unit : Million Baht)

Year	2016	2017	2018
Net Profit (Loss)	<input type="text"/>	<input type="text"/>	<input type="text"/>

Figure for 1.8 Net Profit for the past three years

3.2.2 Finances & Investment Data Record

1. Click on **Finances and Investment Plan** tab
 - Fill out data of finances and investment plan which is 2.1.1 Registered Capital and 2.1.2 Loans.



The screenshot shows the 'Application for Investment Promotion' interface. The top navigation bar includes the Thailand Board of Investment logo and the text 'ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)'. The main header shows the user's name 'Preeyaporn Chaiphet'. The navigation menu includes 'Investment Promotion', 'Performance Improvements', 'Project Modification Request', 'Applicant information', and 'Help'. The main content area is titled 'ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป' (Application for Investment Promotion). The '2. Finances and Investment Plan' tab is highlighted with a red box and a red circle with the number 1. The screen displays sections for '2.1 Finances' and '2.1.1 Registered Capital' with various input fields and checkboxes.

2. Finances and Investment Plan

2.1 Finances (Unit: Million Baht)

2.1.1 Registered Capital

☐ Juristic person to be established will have registered capital of and will fund this project from paid-in share capital of

☒ Juristic person which already operates

☐ will fund this project from retained earnings of Million Baht

☐ will increase the registered capital by Million Baht

and will fund this project from paid-in share capital of Million Baht

2.1.2 Loans

Domestic loans Million Baht

Figure 53 Finances and Investment Plan screen

- Fill out investment plan at “Cost of construction or rent for a period of longer than 3 years”.
- Fill out “Cost of machinery or rent for a period of longer than 1 year” by clicking on **DETAILED MACHINE NO. 4.5** button.

2.2 Investment

(Unit: Million Baht)


1) Cost of construction or rent for a period of longer than 3 years	<input type="text"/>	Million Baht	
2) Cost of machinery or rent for a period of longer than 1 year	<div style="border: 2px solid red; padding: 2px; display: inline-block;"> DETAILED MACHINE NO. 4.5 </div>		
2.1) New locally-purchased machinery	<input type="text"/>	Million Baht	
2.2) New imported machinery	<input type="text"/>	Million Baht	
2.3) Used imported machinery	<input type="text"/>	Million Baht	
2.3.1) Not exceeding 5 years	<input type="text"/>	Million Baht	
2.3.2) Exceeding 5 years but not exceeding 10 years	<input type="text"/>	Million Baht	
2.3.3) Exceeding 10 years (only for relocation cases)	<input type="text"/>	Million Baht	
3) Cost of Installation	<input type="text"/>	Million Baht	
4) Cost of test-run	<input type="text"/>	Million Baht	
Total Investment (excluding cost of land and working capital) For a expansion project		0.00	Million Baht
5) Preliminary expenses	<input type="text"/>	Million Baht	
6) Value of other assets	<input type="text"/>	Million Baht	
Total Investment (excluding cost of land and working capital) For a newly-established company		0.00	Million Baht
7) Cost of land	<input type="text"/>	Million Baht	
8) Cost of expertise	<input type="text"/>	Million Baht	
9) Working capital	<input type="text"/>	Million Baht	
รวมเงินลงทุนทั้งสิ้น (รวม 1 - 9)		0.00	Million Baht

Notes : 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545
 2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce



Figure 54 Investment Plan screen

- The system would show Application for Investment Promotion screen as 4.5


List of machinery to fill out entried list of machinery and then click on **Next** button.



ระบบสนับสนุนงานส่งเสริมการลงทุน
(e-Investment Promotion)



Preeyaporn Chaiphet

Investment Promotion
Performance Improvements
Project Modification Request
Applicant information
Help



รายละเอียดเครื่องจักรตามข้อ 4.5
 Application for Investment Promotion

(Unit : Million Baht)

List of Machinery	Imported						Purchased Locally	
	country of	New		Used			New	
		Quantity	Value	Quantity	years of	Value	Quantity	Value
<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others			<input type="text"/>		<input type="text"/>	<input type="text"/>		<input type="text"/>
Total Value			<input type="text"/>		<input type="text"/>	<input type="text"/>		<input type="text"/>
Total Value of All Machinery	<input type="text"/>							

Notes :

1) Please use CIF price for imported machinery & equipment and contracted price for locally purchased machinery

2) In case of used imported machinery that exceeds 5 years, please specify each item in the column List of machinery Documentation can be attached.

→ NEXT

Figure 55 Application for Investment Promotion screen

- Fill out Cost of installation
- Fill out Cost of test-run
- Fill out Preliminary expenses
- Fill out Value of other assets
- Fill out Cost of land
- Fill out Cost of expertise
- Fill out Working capital

2.2 Investment

(Unit: Million Baht)

1) Cost of construction or rent for a period of longer than 3 years	<input type="text"/>	Million Baht
2) Cost of machinery or rent for a period of longer than 1 year	DETAILED MACHINE NO. 4.5	
2.1) New locally-purchased machinery	<input type="text"/>	Million Baht
2.2) New imported machinery	<input type="text"/>	Million Baht
2.3) Used imported machinery	<input type="text"/>	Million Baht
2.3.1) Not exceeding 5 years	<input type="text"/>	Million Baht
2.3.2) Exceeding 5 years but not exceeding 10 years	<input type="text"/>	Million Baht
2.3.3) Exceeding 10 years (only for relocation cases)	<input type="text"/>	Million Baht
3) Cost of Installation	<input type="text"/>	Million Baht
4) Cost of test-run	<input type="text"/>	Million Baht
Total Investment (excluding cost of land and working capital) For a expansion project		0.00 Million Baht
5) Preliminary expenses	<input type="text"/>	Million Baht
6) Value of other assets	<input type="text"/>	Million Baht
Total Investment (excluding cost of land and working capital) For a newly-established company		0.00 Million Baht
7) Cost of land	<input type="text"/>	Million Baht
8) Cost of expertise	<input type="text"/>	Million Baht
9) Working capital	<input type="text"/>	Million Baht
รวมเงินลงทุนทั้งสิ้น (รวม 1 - 9)		0.00 Million Baht


Notes : 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545

2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce

Note : 1) Cost of construction of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por. 1/2545

2) Cost of expertise refers to fees for patents, copyrights, Know-how, trademarks and rights to produce

3.2.3 Location Data Saving

1. Click on **Location** tab.
2. If the applicant needs to add business/factory location information, please click on  to add more data.

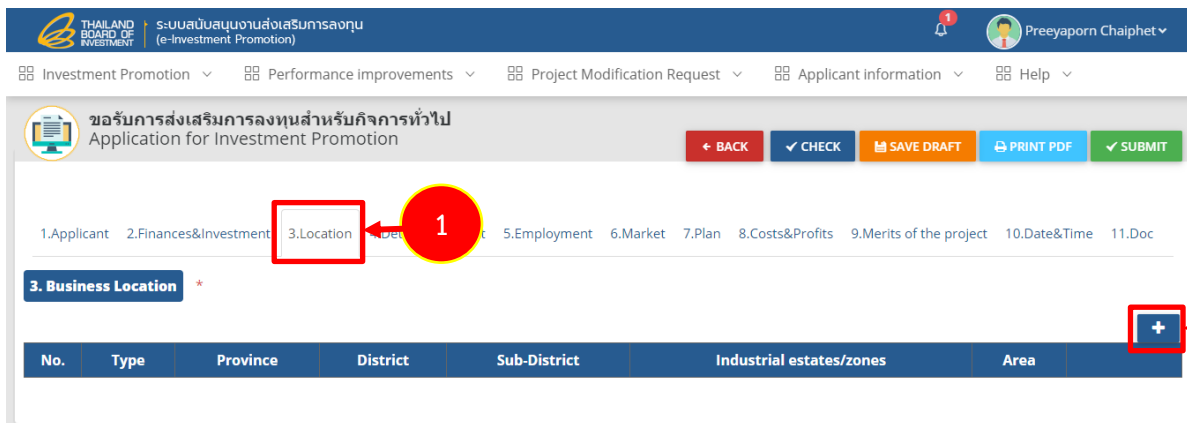


Figure 56 Business Location screen

3. The system shows location screen. The applicant must fill out entire data as follows;
 - Select Type
 - Select Province
 - Select District
 - Select Sub-District
 - Select Industrial estates/zones
 - Fill out Area (Rai)
4. After completed fill out then click on **Save** button.

x

Factory Location

Type *

☐ Office
☐ Project Area
☐ "No permanent location" means the activity of transportation services
☐ N.A.

Province Select Province ▼ 3

District Select District ▼

Sub-District Select Sub-District ▼

Industrial estates/zones Industrial estates/zones ▼

Area

Unit Select ▼

✓ SAVE
4

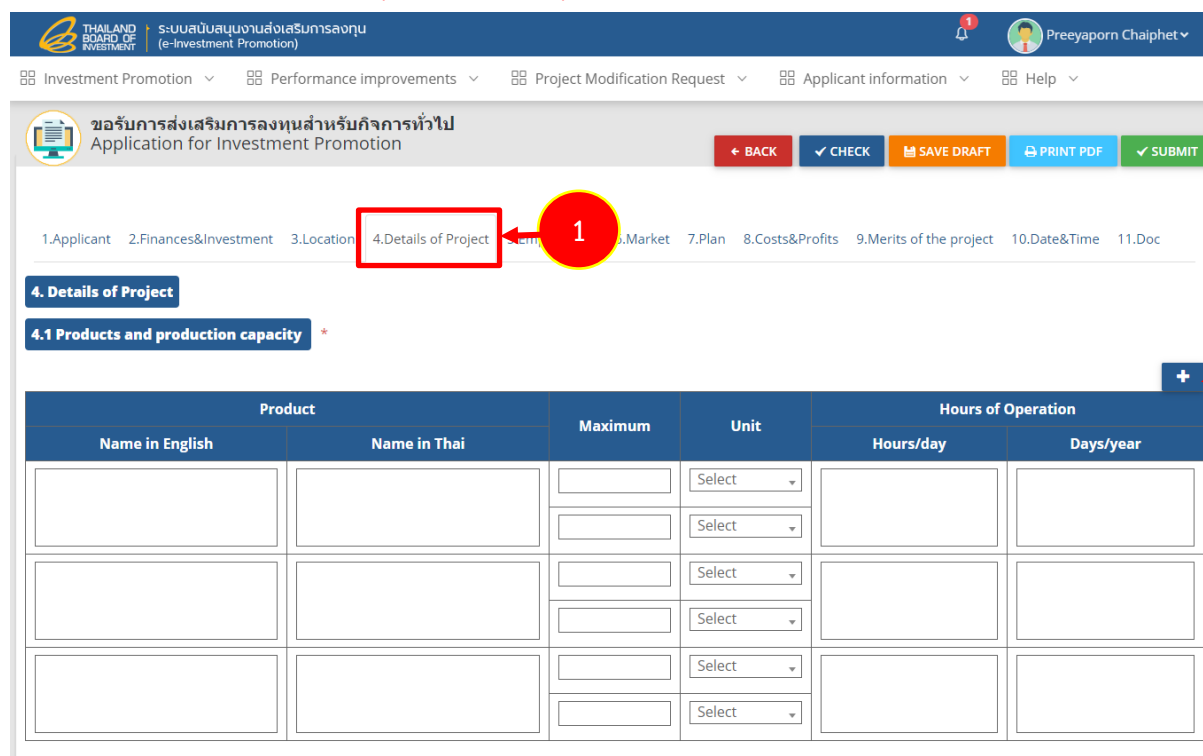
CLOSE

Figure 57 Business/Factory Location screen

3.2.4 Details of Project Data Record

1. Click on **Details of Project** tab.
2. The system shows Details of Project screen. Fill out products and production capacity as needed.

Note : 1) Full annual production capacity is calculated by the maximum annual machinery production capacity according to 4.4 which is the working hours.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

← BACK | ✓ CHECK | 💾 SAVE DRAFT | 🖨️ PRINT PDF | ✓ SUBMIT


1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Semi-finished products 6.Market 7.Plan 8.Costs&Profits 9.Merits of the project 10.Date&Time 11.Doc

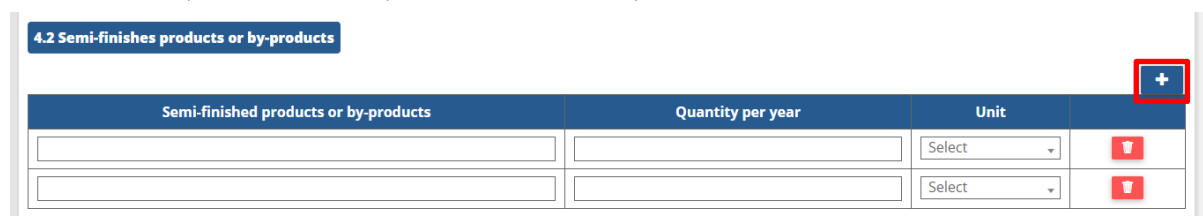
4. Details of Project

4.1 Products and production capacity

Product		Maximum	Unit	Hours of Operation	
Name in English	Name in Thai			Hours/day	Days/year
			Select		
			Select		
			Select		
			Select		


Figure 58 Details of Project screen

- The applicant can add a semi-finished products data by click on  to add more information. The system shows information tabs to fill out those data, please fill out Semi-finishes products or by-products, Quantity per year, and select Unit.




4.2 Semi-finished products or by-products

Semi-finished products or by-products	Quantity per year	Unit	
		Select	+
		Select	+

- Fill out a details description of products, semi-finished products, by-products and their usage (Please attach photos, illustration and/or catalog) by click on  button.

4.3 Detailed description of product, Semi-finished products, by-products and their usage (Please attach photos, illustration and/or catalog) *


Photos, illustration and/or catalog


Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd


Maximum file size : 5 MB


Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)

2) If you would like to change the attached files, please click the 'attach file' button again.

- Fill out a production process for main machinery to be used in each process (supplementary sheets may be attached). The applicant can attach additional document by click on  button.

4.4 Please specify main machinery to be used in each process (Supplementary sheets may be attached)

No.	Production Process	Main machinery to be used	
1			


Additional Attachments Production


Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd

Maximum file size : 5 MB

Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)

2) If you would like to change the attached files, please click the 'attach file' button again.

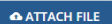
- Fill out a machinery data. Please attach an additional list of its machinery documents (If any) by click on  button.

4.5 Machinery

Note : In case of changing number; turn back to change in tab 2 on mechanical description at title 4.5 [Click Here](#) (Unit : Million Baht)

List of Machinery	country of	Imported					Purchased Locally	
		New		Used			New	
		Quantity	Value	Quantity	years of	Value	Quantity	Value
<input type="text"/>	<div style="border: 1px solid #ccc; padding: 2px;">Select</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<div style="border: 1px solid #ccc; padding: 2px;">Select</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<div style="border: 1px solid #ccc; padding: 2px;">Select</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<div style="border: 1px solid #ccc; padding: 2px;">Select</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<div style="border: 1px solid #ccc; padding: 2px;">Select</div>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others			<input type="text"/>		<input type="text"/>	<input type="text"/>		<input type="text"/>
Total Value			0.00			0.00		0.00
Total Value of All Machinery								0.00

Additional Attachments machine details



Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd

Maximum file size : 5 MB

Notes :

1) Please use CIF price for imported machinery & equipment and contracted price for locally purchased machinery

2) In case of used imported machinery that exceeds 5 years, please specify each item in the column List of machinery Documentation can be attached.

3) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)

Note :

- 1) Please use CIF price for imported machinery & equipment and contracted price for locally purchased machinery.
- 2) In case of used imported machinery that exceeds 5 years, please specify each item in the column List of machinery Documentation can be attached.
- 3) If you would like to attach multiple files, please attach No. 11.3 'Other document attachment'.

- Fill out the environment protection plan briefly.

4.6 Environmental Protection Plan *

Type of Waste	Quantity/day	Treatment Methods
Solid Waste	<input type="text"/>	<input type="text"/> Select
	<input type="text"/>	<input type="text"/> Select
Waste water	<input type="text"/>	<input type="text"/> m³
	<input type="text"/>	<input type="text"/> m³
Dust/air pollution	<input type="text"/>	<input type="text"/> Select
	<input type="text"/>	<input type="text"/> Select

Please choose (if any)

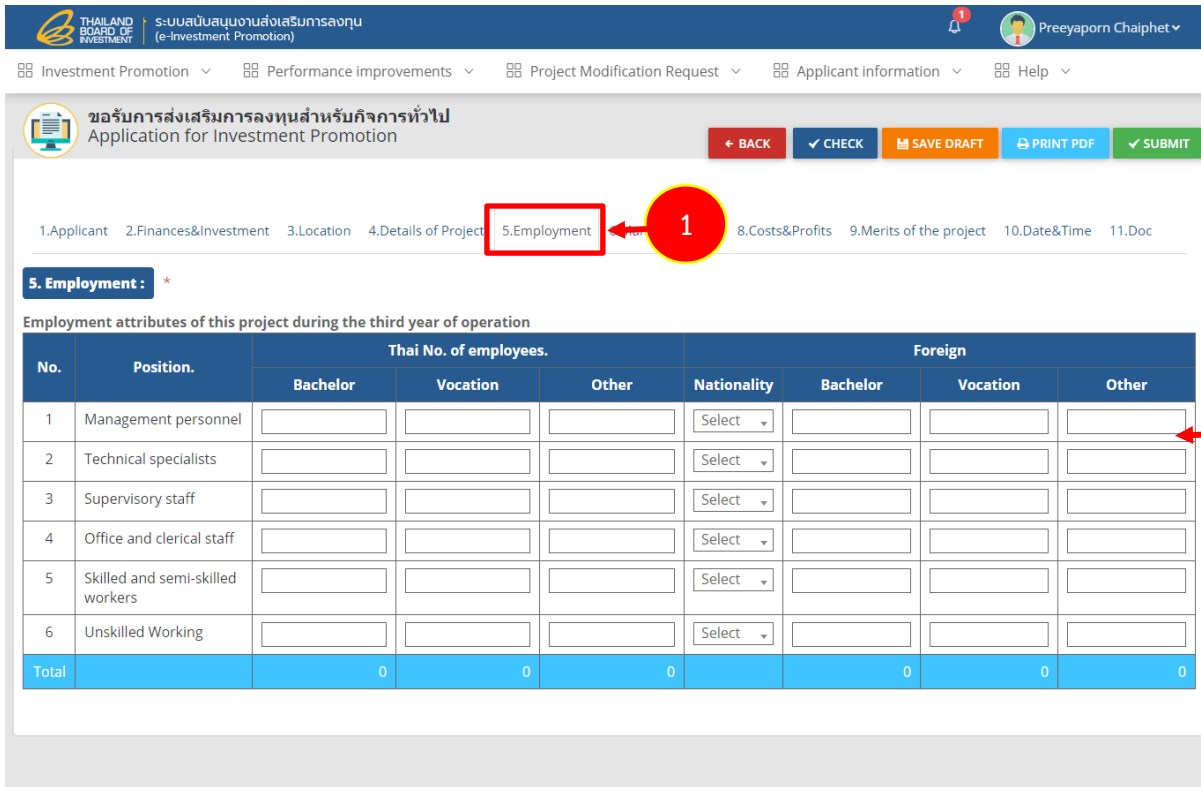
☐ Project is subject to obtain ESA/ EIA /EHIA approval
☐ Expansion of existing project with ISO 14000 certification (or other equivalent standards) (Please attach a copy of certificate)
☐ Not yet received ISO 14000 certification

Notes : Activities in the following categories must complete a preliminary environmental impact evaluation form (F PA PP) as an attachment: 1.5.2, 1.6, 1.9, 1.10, 1.13, 1.14, 1.15, 1.16, 1.17, 2.2, 2.7, 2.8, 2.9, 2.10, 2.11, 2.12, 2.13, 2.14, 2.15, 3.1 (only with bleaching & dyeing process), 4.2, 4.3, 4.9, 5.2.5 (only the manufacture of batteries), 5.4.2, 5.5, 6.1, 6.2, 6.3, 6.4, 6.5, 6.8, 6.9, 6.10, 6.11, 6.12, 7.1.1, 7.17, and 7.18. To download [Click Here](#)
 After manually complete the form, please scan and attach the file in No.11.3 'Other document attachment'.

Note : Activities in the following categories must complete a preliminary environmental impact evaluation from (F PA PP) as an attachment: 1.5.2, 1.6, 1.9, 1.10, 1.13, 1.14, 1.15, 1.16, 1.17, 2.2, 2.7, 2.8, 2.9, 2.10, 2.11, 2.12, 2.13, 2.14, 2.15 3.1 (only with bleaching & dyeing process), 4.2, 4.3, 4.9, 5.2.5 (only the manufacture of batteries) , 5.4.2, 5.5, 6.1, 6.2, 6.3, 6.4, 6.5, 6.8, 6.9, 6.10, 6.11, 6.12 7.1.1, 7.17, and 7.18. After manually complete the form, please scan and attach file in No.11.3 'Other document attachment'.

3.2.5 Employment Data Record

1. Click on **Employment** tab.
2. The system shows employment screen, please fill out employment attributes of this project during the third year of operation by fill out on “a numner of Thai employees” separate by bachelor, vocation and other. For foreigner employees – select a nationality and fill out on “a numner of employees” separate by bachelor, vocation and other.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5. Employment 8.Costs&Profits 9.Merits of the project 10.Date&Time 11.Doc

5. Employment : *

Employment attributes of this project during the third year of operation

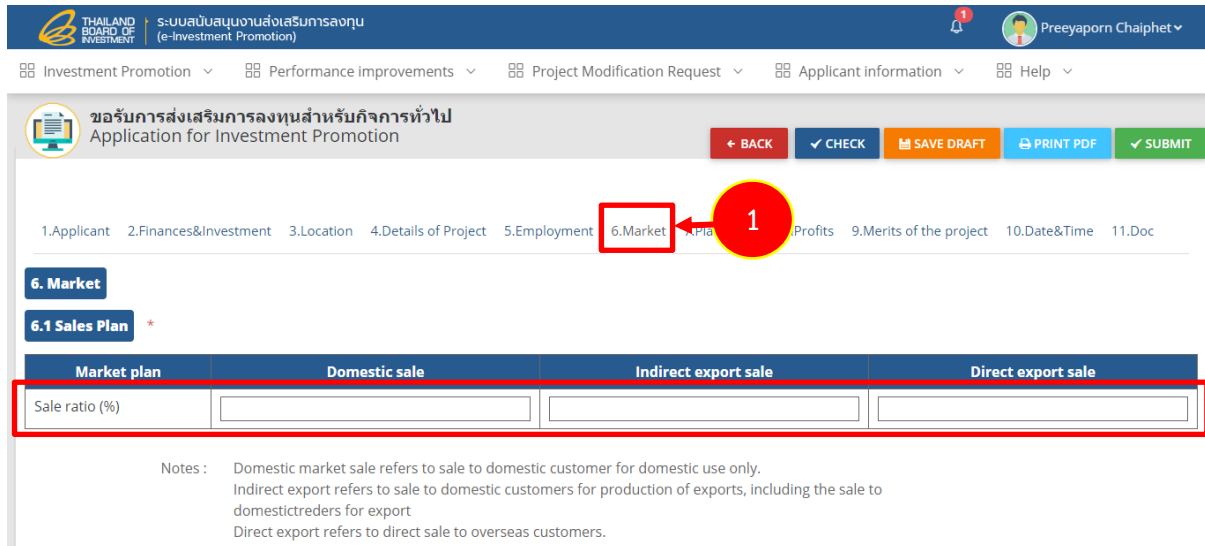
No.	Position.	Thai No. of employees.			Nationality	Foreign		
		Bachelor	Vocation	Other		Bachelor	Vocation	Other
1	Management personnel				Select			
2	Technical specialists				Select			
3	Supervisory staff				Select			
4	Office and clerical staff				Select			
5	Skilled and semi-skilled workers				Select			
6	Unskilled Working				Select			
Total		0	0	0		0	0	0

Figure 59 Employment screen

3.2.6 Market Data Record

1. Click on **Market** tab.

- Fill out sales ratio plan between domestic sale, indirect export sale and direct export sale.



1. Applicant 2. Finances&Investment 3. Location 4. Details of Project 5. Employment 6. Market 7. Profit 8. Profits 9. Merits of the project 10. Date&Time 11. Doc

6. Market

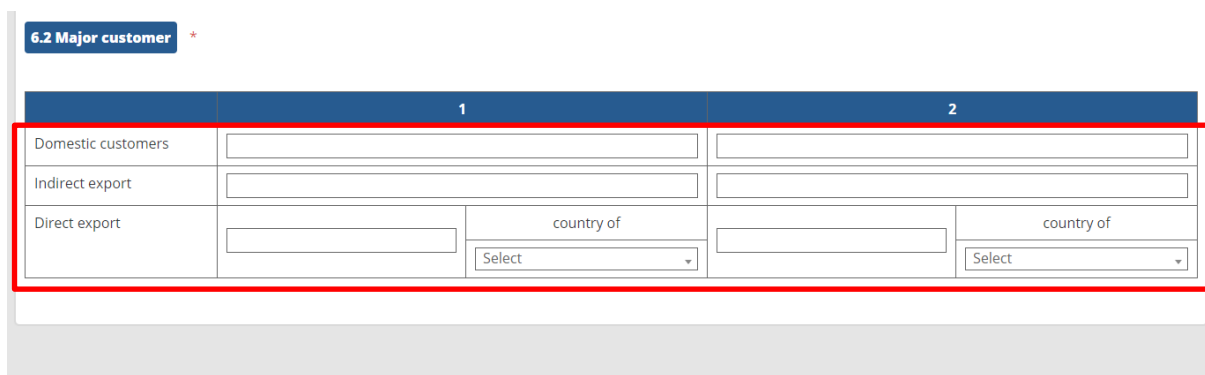
6.1 Sales Plan *

Market plan	Domestic sale	Indirect export sale	Direct export sale
Sale ratio (%)			

Notes : Domestic market sale refers to sale to domestic customer for domestic use only.
Indirect export refers to sale to domestic customers for production of exports, including the sale to domestic traders for export
Direct export refers to direct sale to overseas customers.

Figure 60 Market screen

- Fill out major customer for domestic customer, indirect export and direct export.



6.2 Major customer *

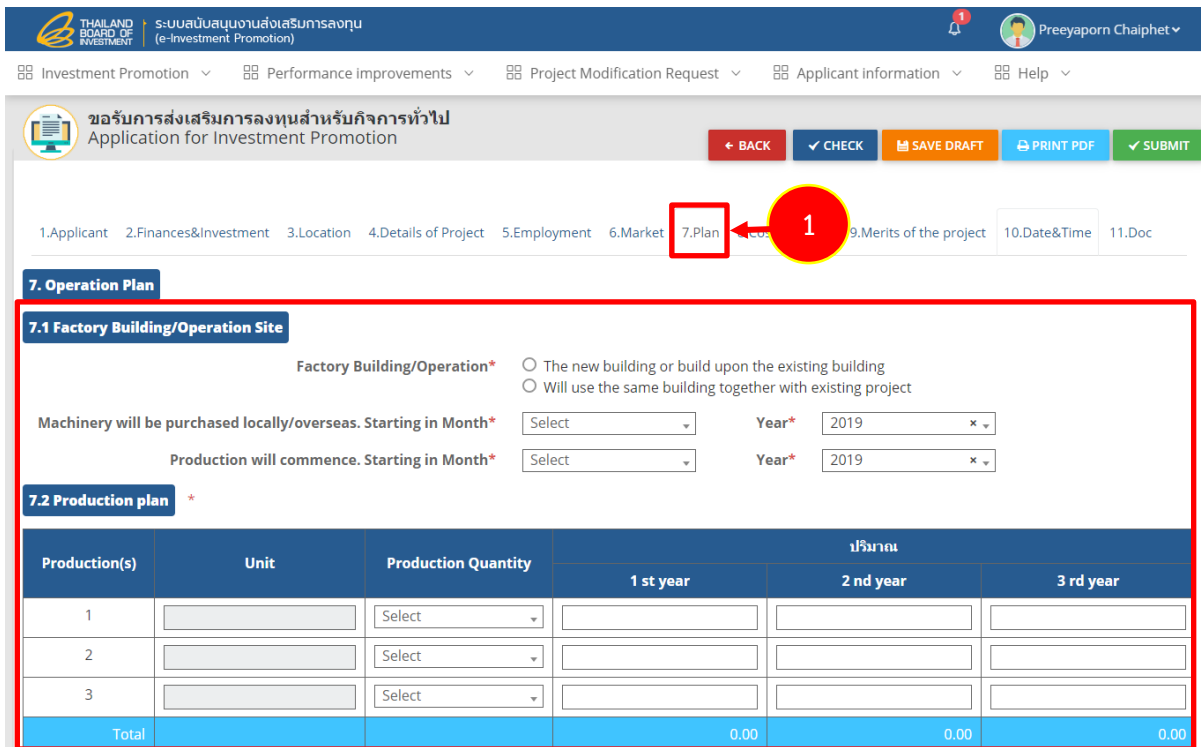
	1	2
Domestic customers		
Indirect export		
Direct export	<div>country of</div> <div>Select</div>	<div>country of</div> <div>Select</div>

3.2.7 Operation Plan Data Record

1. Click on **Operation Plan** tab to complete a plan information especially the one with * red mark as follows;

- Complete information at Factory Building/Operation Site by selecting between the new building or build upon the existing and will use the same building together with existing project and select type for machinery will be purchased locally/oversea and production will commence.

- Fill out production plan which is unit, production quantity for first year, second year and third year.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

← BACK | ✓ CHECK | SAVE DRAFT | PRINT PDF | ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Machinery 9.Merits of the project 10.Date&Time 11.Doc

7. Operation Plan

7.1 Factory Building/Operation Site

Factory Building/Operation* ☐ The new building or build upon the existing building
☐ Will use the same building together with existing project

Machinery will be purchased locally/overseas. Starting in Month* Year* 2019

Production will commence. Starting in Month* Year* 2019

7.2 Production plan *

Production(s)	Unit	Production Quantity	ปริมาณ		
			1 st year	2 nd year	3 rd year
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total			0.00	0.00	0.00

Figure 61 Operation plan screen

- Complete the raw materials needed for production for the first three years of operation by fill out a list of raw materials in purchased locally and import value in each year.
- The total domestic and imported raw materials would be automatically calculated.

7.3 Raw Materials needed for production for the first three years of operation *

(Unit : Million Baht)

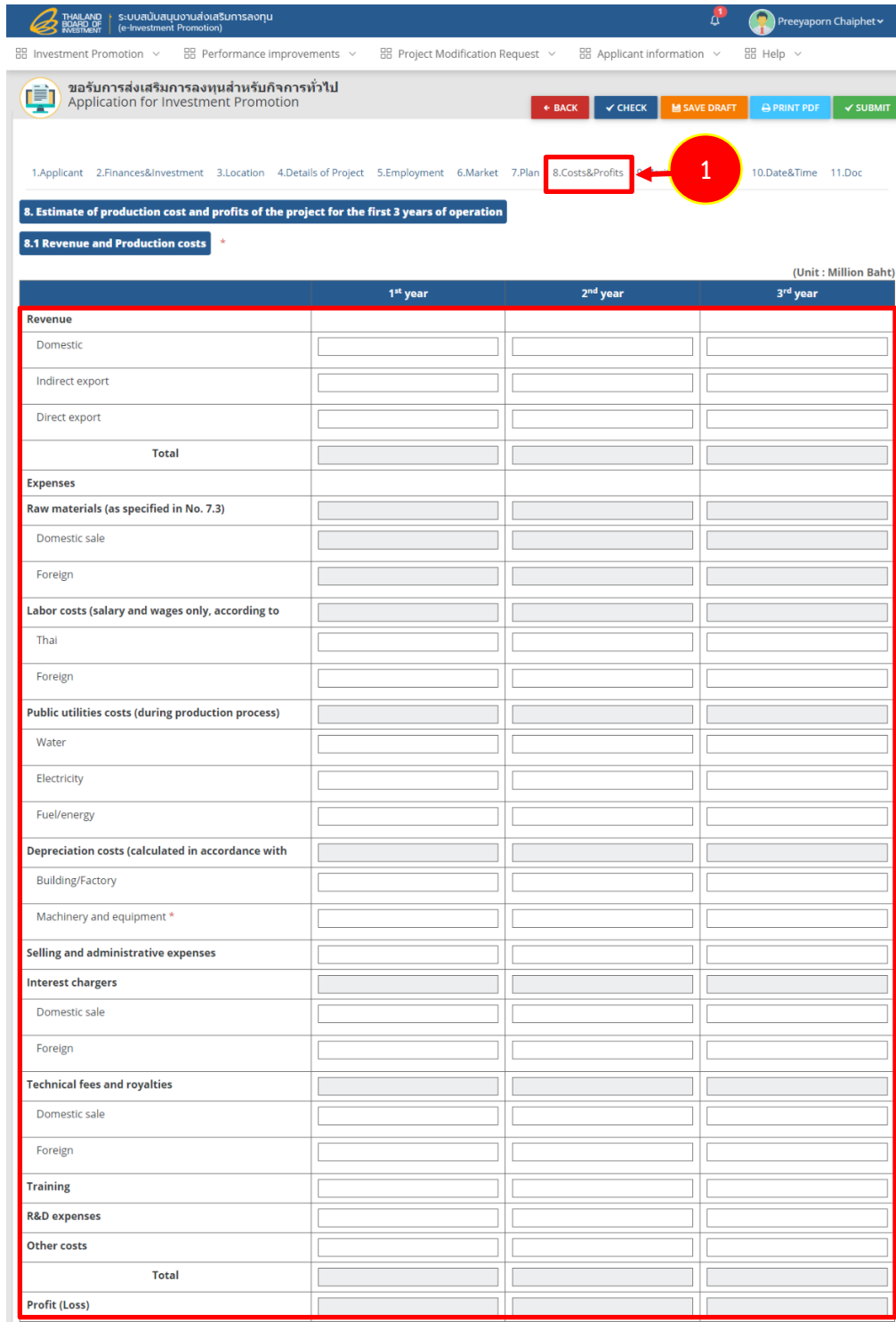
List of raw materials	Unit	1 st year		2 nd year		3 rd year	
Purchased Locally		Quantity	Value	Quantity	Value	Quantity	Value
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>							
Total domestic raw materials							

Imported	Unit	Quantity		Value		Quantity		Value	
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>									
Total imported raw materials									
Grand Total									

3.2.8 Cost & Profits Data Record

- Click on **Estimate of production cost and profits of the project for the first 3 years of operation** tab.

- Fill out data of revenue and production costs each year within the table.



THAILAND BOARD OF INVESTMENT | ระบบยื่นเสนอขออนุมัติส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance Improvements | Project Modification Request | Applicant Information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

BACK CHECK SAVE DRAFT PRINT PDF SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Costs&Profits 10.Date&Time 11.Doc

8. Estimate of production cost and profits of the project for the first 3 years of operation

8.1 Revenue and Production costs *

(Unit : Million Baht)

	1 st year	2 nd year	3 rd year
Revenue			
Domestic			
Indirect export			
Direct export			
Total			
Expenses			
Raw materials (as specified in No. 7.3)			
Domestic sale			
Foreign			
Labor costs (salary and wages only, according to)			
Thai			
Foreign			
Public utilities costs (during production process)			
Water			
Electricity			
Fuel/energy			
Depreciation costs (calculated in accordance with)			
Building/Factory			
Machinery and equipment *			
Selling and administrative expenses			
Interest chargers			
Domestic sale			
Foreign			
Technical fees and royalties			
Domestic sale			
Foreign			
Training			
R&D expenses			
Other costs			
Total			
Profit (Loss)			

- Fill out the ex-factory price per unit into the table.

8.2 Ex-factory price per unit *

Product			
	Baht/Unit:	Baht/Unit:	Baht/Unit:
ex-factory price			
Raw and essential materials			
Public utilities costs			
Others			
Miscellaneous expenses			

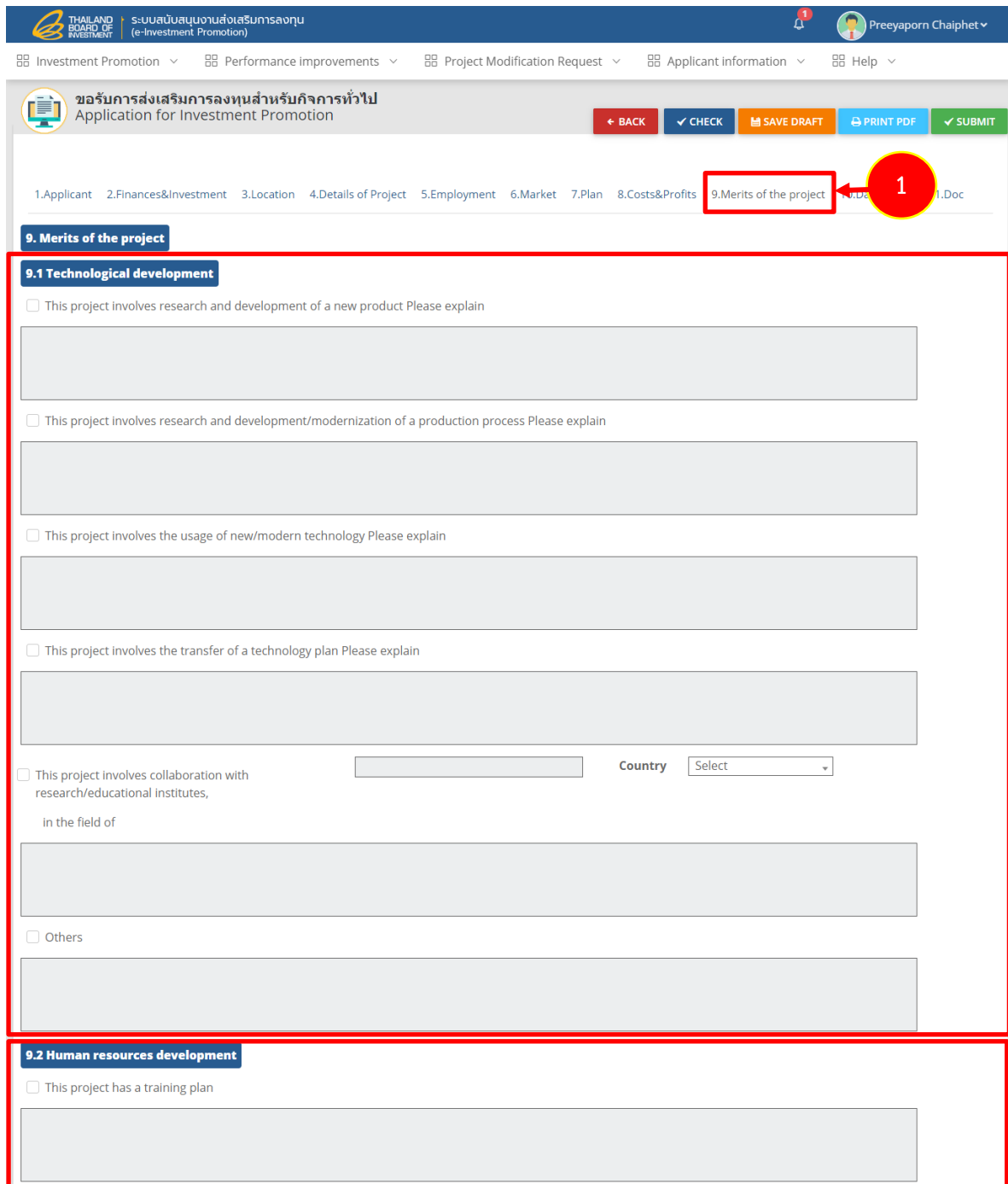
Figure 62 Costs & Profits screen

3.2.9 Merits of the Project Data Record

1. Click on **Merits of the project** tab.

- Fill out data for technological development by tick on ☐ at the needed topic and explain the information in the box.

- Fill out data of human resources development by tick on ☐ at the needed topic and explain the information in the box.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

Preeyaporn Chaiphet

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Costs&Profits 9.Merits of the project 10.Data 11.Doc

9. Merits of the project

9.1 Technological development

☐ This project involves research and development of a new product Please explain

☐ This project involves research and development/modernization of a production process Please explain

☐ This project involves the usage of new/modern technology Please explain

☐ This project involves the transfer of a technology plan Please explain

☐ This project involves collaboration with research/educational institutes, in the field of

Country Select

☐ Others

9.2 Human resources development

☐ This project has a training plan

Figure 63 Merits of the project screen

- Fill out data for development of local suppliers with at least 51% Thai shareholding by tick on ☐ at the needed topic and explain the information in the box.

- Fill out data of energy-saving measure(s) by tick on ☐ at the needed topic and explain the information in the box.

- Attach additional documents by click on  button.

9.3 Development of local suppliers with at least 51% Thai shareholding

☐ This project has a Local Supplier development plan

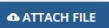
9.4 Energy-saving measure(s)

☐ มีมาตรการประหยัดพลังงานในการผลิตโดยจะลดใช้

☐ Electricity and light Please explain method
☐ Fuel Please explain method
☐ Water Please explain method
☐ Other Please explain method Please explain method

☐ This project uses alternative energy from

☐ Other measures Please explain

Additional Attachments 

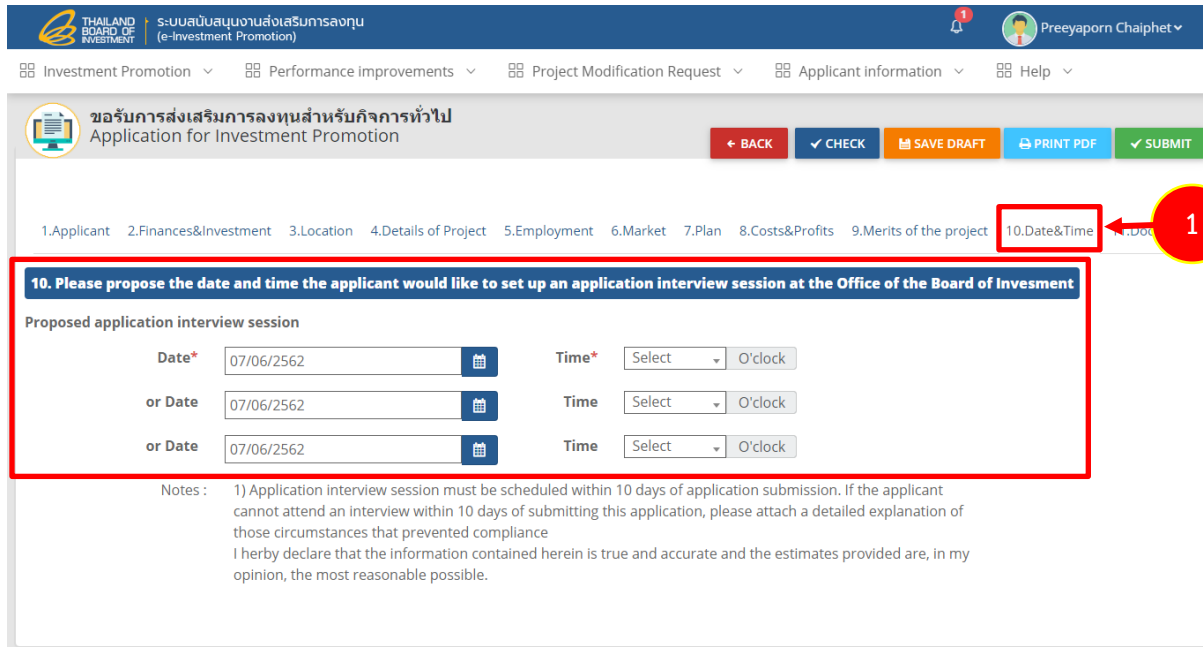
Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd

Maximum file size : 5 MB

Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.

3.2.10 Date & Time Data Record

1. Click on **Date & Time** tab to completed the application interview details especially the one with * red mark as follows;
 - Fill out data for date and time interviewing.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion Performance Improvements Project Modification Request Applicant information Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Project 5.Employment 6.Market 7.Plan 8.Costs&Profits 9.Merits of the project 10.Date&Time

10. Please propose the date and time the applicant would like to set up an application interview session at the Office of the Board of Investment

Proposed application interview session

Date*	07/06/2562	Time*	Select	O'clock
or Date	07/06/2562	Time	Select	O'clock
or Date	07/06/2562	Time	Select	O'clock

Notes : 1) Application interview session must be scheduled within 10 days of application submission. If the applicant cannot attend an interview within 10 days of submitting this application, please attach a detailed explanation of those circumstances that prevented compliance
I herby declare that the information contained herein is true and accurate and the estimates provided are, in my opinion, the most reasonable possible.

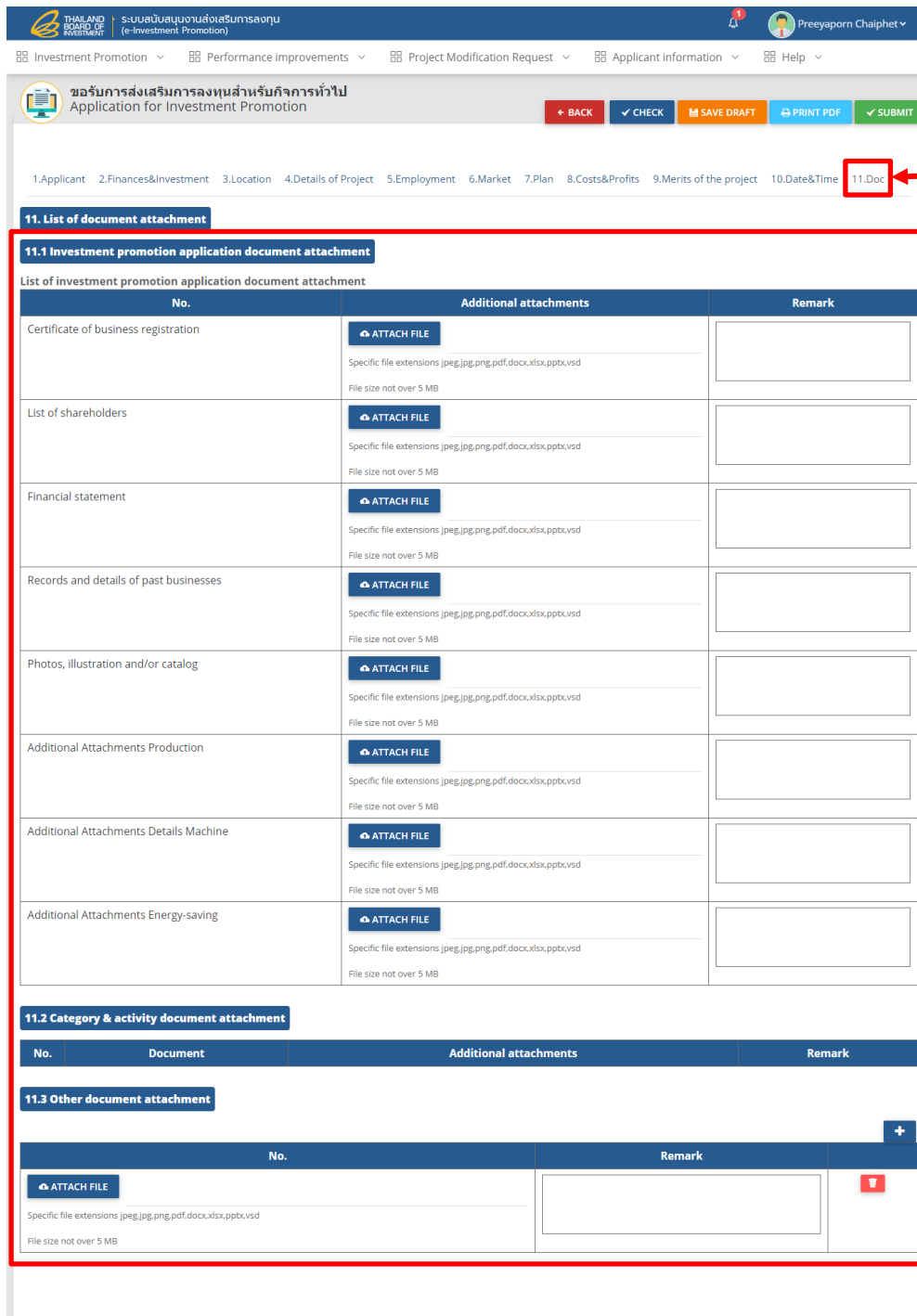
Figure 64 Date & Time screen

3.2.11 Doc Data Record

1. Click on **List of document attachment** tab to fill out the document details.

- Attach additional document by click on **ATTACH FILE** button.

- Fill out more information in the remark column.



11. List of document attachment

11.1 Investment promotion application document attachment

List of investment promotion application document attachment

No.	Document	Additional attachments	Remark
	Certificate of business registration	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	List of shareholders	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	Financial statement	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	Records and details of past businesses	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	Photos, illustration and/or catalog	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	Additional Attachments Production	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	Additional Attachments Details Machine	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	
	Additional Attachments Energy-saving	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	

11.2 Category & activity document attachment

No.	Document	Additional attachments	Remark
-----	----------	------------------------	--------

11.3 Other document attachment

No.	Document	Additional attachments	Remark
		ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,lsx,pptx,vsd File size not over 5 MB	

Figure 65 Doc screen

After completed Enterprise (Non-SMEs) application for investment promotion, click on **Save Draft** or **Submit** button.

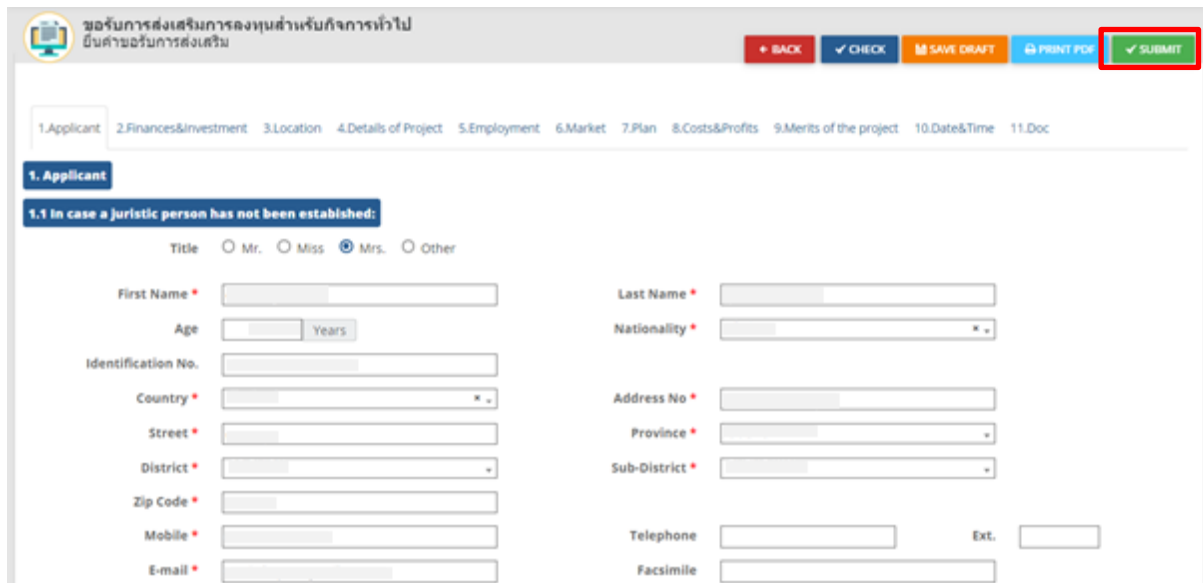


Figure 66 Enterprise (Non-SMEs) application for investment promotion screen

After clicked to confirm the application, the system would shows pouup for success check. Then click on **OK** button.



Check Success



Figure 67 Check Success popup screen

Button description



is to go backwards to the previous step



is for let the system check whether the information is complete or not.



is to save record for draft before submit to the officers.



is to print PDF file to used as an evidence in contact with BOI.



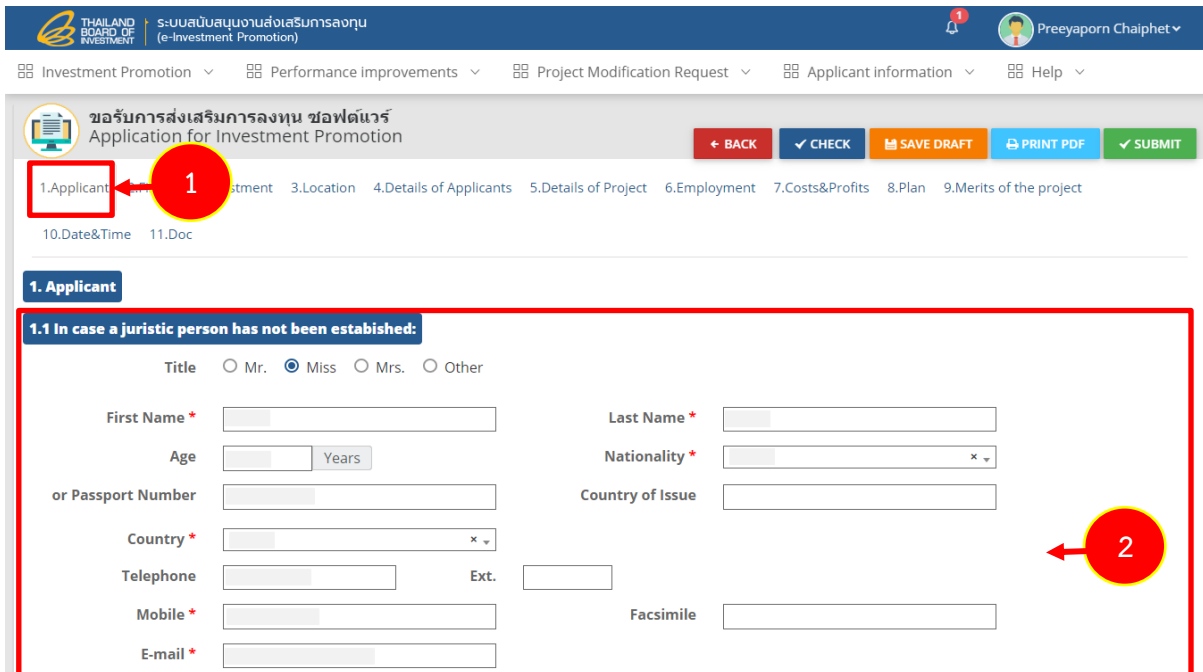
is ready to submit. After clicked, all information will be delivered to the officers immediately.

3.3 Software Business Application for Investment Promotion

The applicants can record its application in the page through these tabs; Applicant, Finances & Investment, Location, Details of Applicants, Details of Project, Employment, Costs & Profits, Plan, Merits of the Project, Date & Time and Doc. If the applicants need to fill out their data, please click on each tab.

3.3.1 Applicant Data Record

1. Click on **Applicant** tab to complete the applicant information especially the one with * red mark.
2. Edit and add for more data in case of juristic person who has not been established.



The screenshot shows the 'Application for Investment Promotion' interface. The top navigation bar includes the Thailand Board of Investment logo, the system name in Thai and English, a notification bell, and the user profile 'Preeyaporn Chaiphet'. Below this is a secondary navigation bar with tabs: Investment Promotion, Performance Improvements, Project Modification Request, Applicant information, and Help. The main content area is titled 'ขอรับการส่งเสริมการลงทุน ซอฟต์แวร์' (Application for Investment Promotion Software) and includes buttons for BACK, CHECK, SAVE DRAFT, PRINT PDF, and SUBMIT. A horizontal menu below the title lists 11 tabs: 1.Applicant, 2.Finances & Investment, 3.Location, 4.Details of Applicants, 5.Details of Project, 6.Employment, 7.Costs&Profits, 8.Plan, 9.Merits of the project, 10.Date&Time, and 11.Doc. The '1.Applicant' tab is selected and highlighted with a red box and a red circle with the number '1'. Below the tabs, the '1. Applicant' section is active, showing a sub-section '1.1 In case a juristic person has not been established:'. This section contains a form with various fields: Title (radio buttons for Mr., Miss, Mrs., Other), First Name *, Last Name *, Age (text box with 'Years' label), Nationality *, Country of Issue, Country *, Telephone, Ext. (text box), Mobile *, Facsimile, and E-mail *. The 'Miss' radio button is selected. A red box and a red circle with the number '2' highlight the form fields, indicating where to enter data for a juristic person who has not been established.

Figure 68 Applicant screen

1.2 In case the juristic person has been established:

Type of juristics <input type="radio"/> Company <input type="radio"/> Cooperative <input type="radio"/> Foundation <input checked="" type="radio"/> N/A	
of established ny/cooperative/foundation	Name in English
Company registration No. *	Registration Date *
Registered capital	Paid
Address of company *	Road *
Province *	District *
Sub-District *	Zip Code *
Telephone	Ext.
Mobile	Facsimile
E-mail	Website
Certificate	<input type="button" value="ATTACH FILE"/>
Specific file extensions jpeg,png,pdf,docx,xlsx,pptx,vsd,jpg Maximum file size : 5 MB	
Name of Shareholder	<input type="button" value="ATTACH FILE"/>
Specific file extensions jpeg,png,pdf,docx,xlsx,pptx,vsd,jpg Maximum file size : 5 MB	
Recent financial statements	<input type="button" value="ATTACH FILE"/>
Specific file extensions jpeg,png,pdf,docx,xlsx,pptx,vsd,jpg Maximum file size : 5 MB	
Notes : 1) Please attach the latest certificate of business registration and list of shareholders and their nationalities as issued by the Department of Business Development, Ministry of Commerce, and a financial statement - if available 2) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. Click Here 3) If you would like to change the attached files, please click the 'attach file' button again.	

- Fill out the applicants' data and attach its history and past business file by click on **ATTACH FILE** button.

1.3 Name of the applicant(If available, please attach records and details of past businesses)

Parent Company/Company Group		Year of Establishment	
Type of Business			
Location of Parent Company-City		Country	Select
Revenue from past years		Million Baht	
Parent Company/Company Group Total Employee		Person	
History and past business details	ATTACH FILE <small>Specific file extensions jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg</small> <small>Maximum file size : 5 MB</small>		

Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.


Figure 69 Applicant screen

- Fill out data into 1.4 Name of representative to contact on matters related to this application.

1.4 Name of representative to contact on matters related to this application

Title*		Last Name(EN)*	
First Name(EN)*		Province*	
Address*		Sub-District*	
District*		Telephone*	Ext.
Zip Code*		Facsimile	
Mobile*			
E-mail*			

Figure 70 Applicant screen

- Fill out the shareholding structure. The applicant can add name list of shareholder/co-investor which ranked from majority to minority shareholder only those holding shared at least 10 percent by click on  button.


1.5 Shareholding Structure : *

Percentage of Thai Nationals: Natural Person/Juristic Person holding

Percentage of Foreign Nationals : Natural Person/Juristic Person Nationality holding

Nationality holding

Other Nationality, holding

List of shareholders holding at least 10 percent of registered capital, arranged in order of proportion of shareholding from most to least
 


Name of Shareholder/Co-investor	Nationality	Shareholding Percentage	
<input type="text"/>	<input type="text" value="Select"/>	<input type="text"/>	

Figure 71 Applicant screen


- Fill out data for 1.6 promoted and non-promoted activities for past three years.

1.6 promoted and non-promoted activities for the past three years.

years

(Unit : Million Baht)

Year	ACTIVITY	Domestic sales	Exports	Net Profit (Loss)
		Value	Value	
2016	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2017	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2018	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Notes : 1) Domestic Sales include indirect exports.
 


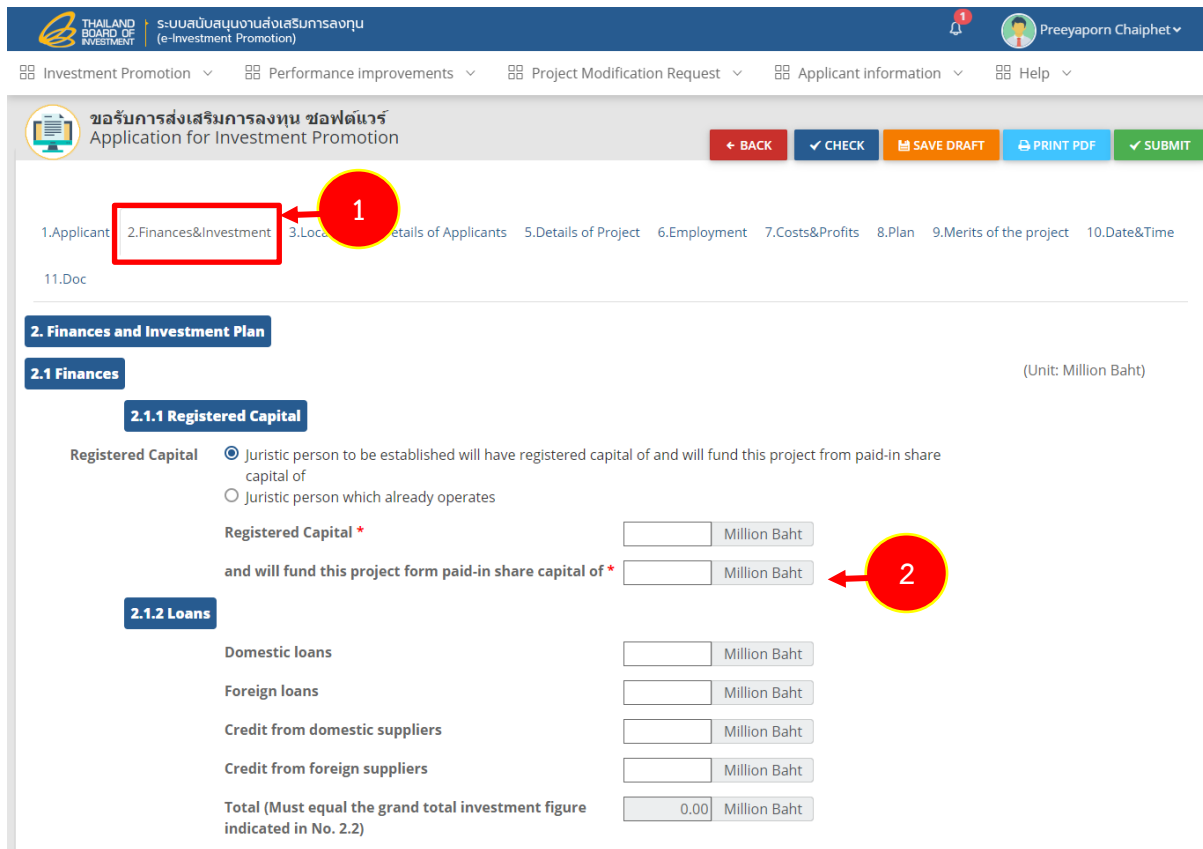


Figure 72 Applicant screen

3.3.2 Finances & Investment Data Record

1. Click on **Finances & Investment** tab.
2. Fill out finances and investment plan through registered capital and loans.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน ซอฟต์แวร์
Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Employment 7.Costs&Profits 8.Plan 9.Merits of the project 10.Date&Time 11.Doc

2. Finances and Investment Plan

2.1 Finances (Unit: Million Baht)

2.1.1 Registered Capital

Registered Capital ☒ Juristic person to be established will have registered capital of and will fund this project from paid-in share capital of
☐ Juristic person which already operates

Registered Capital * Million Baht

and will fund this project form paid-in share capital of * Million Baht

2.1.2 Loans

Domestic loans Million Baht

Foreign loans Million Baht

Credit from domestic suppliers Million Baht

Credit from foreign suppliers Million Baht

Total (Must equal the grand total investment figure indicated in No. 2.2) Million Baht

Figure 73 Finances and Investment Plan screen

- Fill out investment plan for cost of construction or rent for a period of longer than 3 years.

- Fill out data for cost of machinery or rent for a period of longer than 1 year by click on **ADD HARDWARE** button.

2.2 Investment

1) Cost of Construction or Rent (for a period longer than 3 years) Million Baht

2) Cost of machinery or rent for a period of longer than 1 year

2.1) Cost of Hardware (must equal the figure in 5.6) Million Baht **ADD HARDWARE**

2.2) Cost of Software (must equal the figure in 5.7) Million Baht **ADD SOFTWARE**

3) Cost of Installation Million Baht

Cost of Test-run Million Baht

Total Investment (excluding cost of land and working capital) (For an expansion project, combine costs from 1 to 4) Million Baht

5) Preliminary expenses Million Baht

6) Value of other assets Million Baht

Total Investment (excluding cost of land and working capital) (For a newly-established company, combine costs from 1 to 6) Million Baht

7) Cost of Land Million Baht


8) Cost of Expertise Million Baht

9) Working Capital Million Baht

Grand Total (Combine costs from 1 to 9) Million Baht

Notes : 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545
2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce

(Unit: Million Baht)



SAVE DRAFT

Figure 74 Finances and Investment Plan screen

- Fill out Cost of Installation
- Fill out Cost of Test-run
- Fill out Preliminary expenses
- Fill out Value of other assets
- Fill out Cost of land
- Fill out Cost of expertise
- Fill out Working capital

(Unit: Million Baht)

2.2 Investment

1) Cost of Construction or Rent (for a period longer than 3 years) Million Baht

2) Cost of machinery or rent for a period of longer than 1 year

2.1) Cost of Hardware (must equal the figure in 5.6) Million Baht ADD HARDWARE

2.2) Cost of Software (must equal the figure in 5.7) Million Baht ADD SOFTWARE

3) Cost of Installation Million Baht

Cost of Test-run Million Baht

Total Investment (excluding cost of land and working capital) (For an expansion project, combine costs from 1 to 4) 0.00 Million Baht

5) Preliminary expenses Million Baht

6) Value of other assets Million Baht

Total Investment (excluding cost of land and working capital) (For a newly-established company, combine costs from 1 to 6) 0.00 Million Baht

7) Cost of Land Million Baht

8) Cost of Expertise Million Baht

9) Working Capital Million Baht

Grand Total (Combine costs from 1 to 9) 0.00 Million Baht

Notes : 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545
2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce

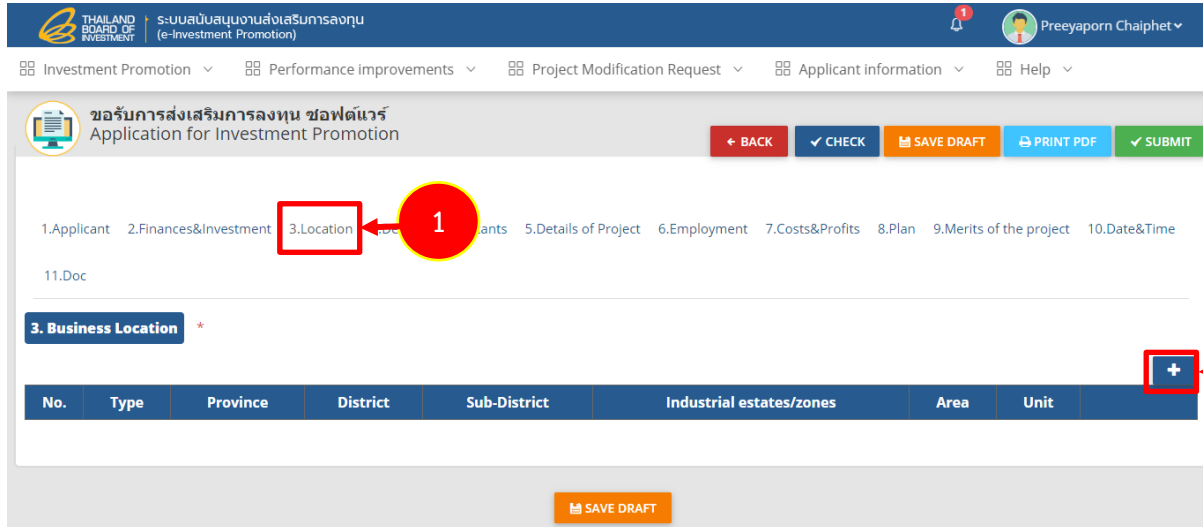
SAVE DRAFT

Notes: 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545.

2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce.

3.3.3 Location Data Saving

1. Click on **Location** tab.
2. If the applicant needs to add business/factory location information, please click on **+** to add more data.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion) | Preeyaporn Chaiphet

Investment Promotion | Performance Improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน ซอฟต์แวร์ Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4. Details of Project 5.Details of Project 6.Employment 7.Costs&Profits 8.Plan 9.Merits of the project 10.Date&Time 11.Doc

3. Business Location *

No.	Type	Province	District	Sub-District	Industrial estates/zones	Area	Unit
+							

SAVE DRAFT

Figure 75 Business Location screen

3. The system shows location screen. The applicants must fill out an entire data as follows;

- Select Type
- Select Province
- Select District
- Select Sub-District
- Select Industrial estates/zones
- Fill out Area (Rai)

4. After completed fill out then click on **Save** button.

x

Factory Location

Type *

☐ Office
☐ Project Area
☐ "No permanent location" means the activity of transportation services
☐ N.A.

Province Select Province 3

District Select District

Sub-District Select Sub-District

Industrial estates/zones Industrial estates/zones

Area

Unit Select

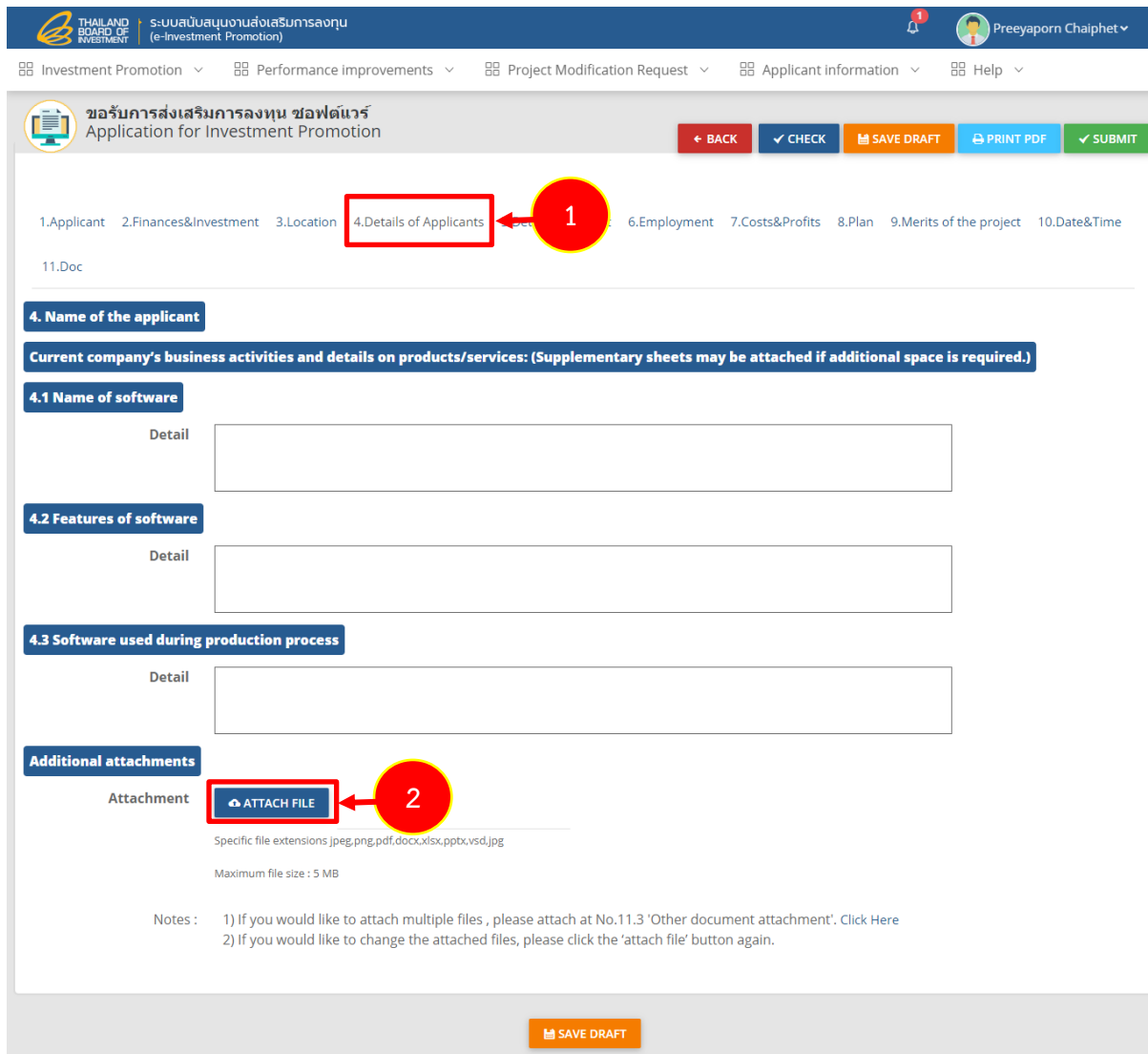
✓ SAVE
4

CLOSE

Figure 76 Location screen

3.3.4 Details of Applicants Data Record

1. Click on **Details of Applicants** tab.
2. Fill out a current business data by click on **ATTACH FILE** button.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance Improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน ซอฟต์แวร์
Application for Investment Promotion

← BACK | ✓ CHECK | SAVE DRAFT | PRINT PDF | ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Employment 6.Employment 7.Costs&Profits 8.Plan 9.Merits of the project 10.Date&Time 11.Doc

4. Name of the applicant

Current company's business activities and details on products/services: (Supplementary sheets may be attached if additional space is required.)

4.1 Name of software

Detail

4.2 Features of software

Detail

4.3 Software used during production process

Detail

Additional attachments

Attachment

ATTACH FILE

Specific file extensions jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg

Maximum file size : 5 MB

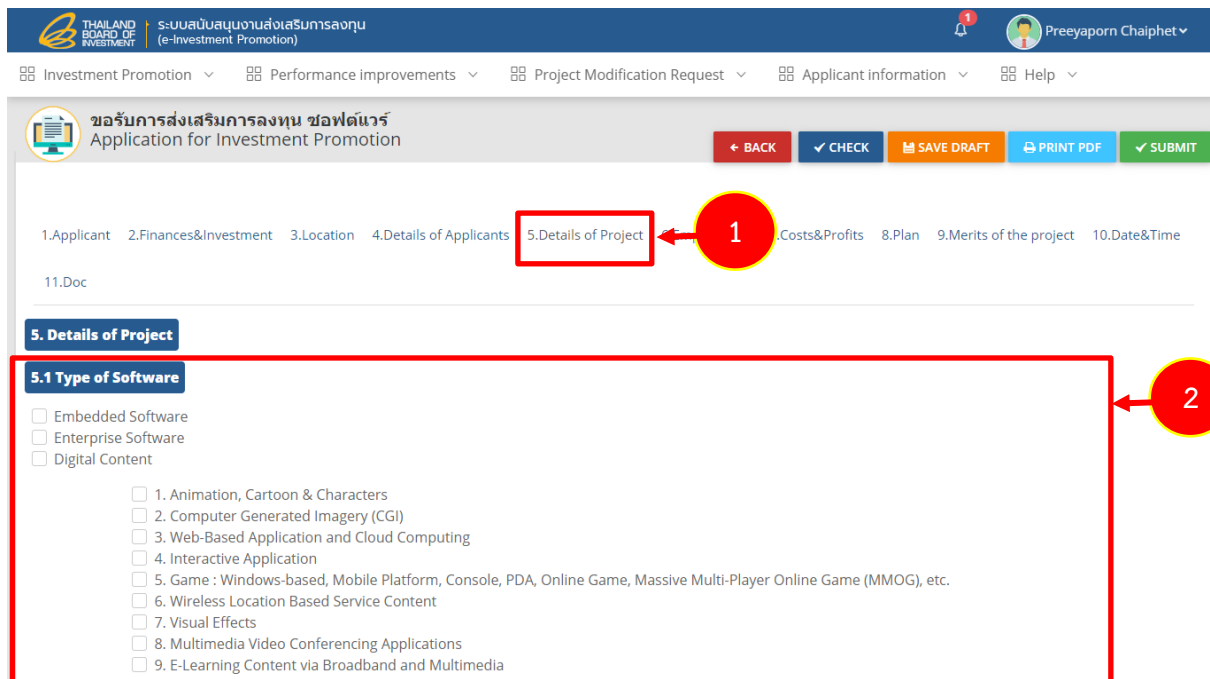
Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.

SAVE DRAFT

Figure 77 Details of Applicants screen

3.3.5 Details of Project Data Record

1. Click on **Details of Project** tab.
2. The system shows a details of project screen, please tick type of software which can selected more than 1 type.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน ซอฟต์แวร์ Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Costs&Profits 8.Plan 9.Merits of the project 10.Date&Time 11.Doc

5. Details of Project

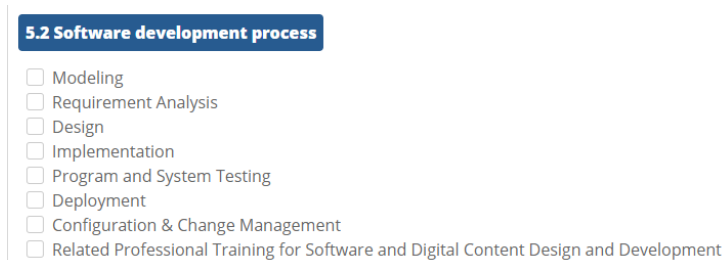
5.1 Type of Software

☐ Embedded Software
☐ Enterprise Software
☐ Digital Content

☐ 1. Animation, Cartoon & Characters
☐ 2. Computer Generated Imagery (CGI)
☐ 3. Web-Based Application and Cloud Computing
☐ 4. Interactive Application
☐ 5. Game : Windows-based, Mobile Platform, Console, PDA, Online Game, Massive Multi-Player Online Game (MMOG), etc.
☐ 6. Wireless Location Based Service Content
☐ 7. Visual Effects
☐ 8. Multimedia Video Conferencing Applications
☐ 9. E-Learning Content via Broadband and Multimedia

Figure 78 Details of Project screen

- Tick for software development process which can selected more than 1 type.

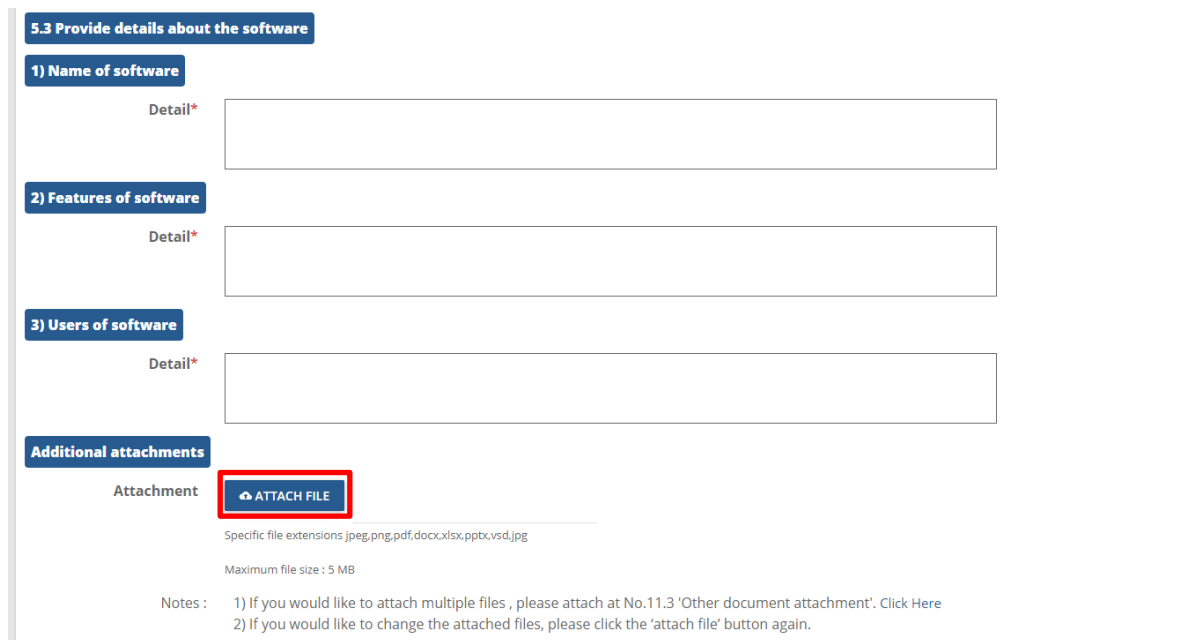


5.2 Software development process

☐ Modeling
☐ Requirement Analysis
☐ Design
☐ Implementation
☐ Program and System Testing
☐ Deployment
☐ Configuration & Change Management
☐ Related Professional Training for Software and Digital Content Design and Development

Figure 79 Details of Project screen

- Fill out a provide details about software which are name of software, features of software and users of software. In case of attach an additional files, please click on **ATTACH FILE** button.



5.3 Provide details about the software

1) Name of software

Detail*

2) Features of software

Detail*

3) Users of software

Detail*

Additional attachments

Attachment **ATTACH FILE**

Specific file extensions jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg

Maximum file size : 5 MB

Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 80 Details of Project screen

- Fill out data for technical cooperation with foreign parties (if any), please specify technology to be used and its source by click on **ATTACH FILE** button.



5.5 Technical cooperation with foreign parties (if any). Please specify technology to be used and its source.

Detail

Attachment **ATTACH FILE**

Specific file extensions jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg

Maximum file size : 5 MB

Notes : 1) If you would like to attach multiple files , please attach at No.11.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 81 Details of Project screen

- Fill out a details of hardware used to develop the software (purchased or rented for a period of more than 1 year).

5.6 Details of hardware used to develop the software (purchased or rented for a period of more than 1 year)

(Unit : Million Baht)

Item	Imported		Purchased Locally		
	country ofOrigin	New		New	
		Quantity	Value	Quantity	Value
Computers	<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Notebooks	<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Servers	<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Smartphones	<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tablets	<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Value			<input type="text"/>		<input type="text"/>
Total value of hardware	<input type="text"/>				

Notes : 1) Please use CIF price for imported machinery and equipment and contracted price for machinery and equipment purchased locally.

Figure 82 Details of Project screen

- Fill out data for software to be used in this project, e.g. system software, application software, open source, etc. (purchased or rented for a period of more than 1 year).

5.7 Specify software to be used in this project, e.g. system software, application software, open source, etc. (purchased or rented for a period of more than 1 year)

(Unit : Million Baht)

No.	Item	Type of Software	Value
1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total value of software			<input type="text"/>

Notes : 1) Please use CIF price for imported machinery and equipment and contracted price for machinery

SAVE DRAFT

Figure 83 Details of Project screen

3.3.6 Employment Data Record

1. Click on **Employment** tab.
2. The system shows employment screen, please fill out an employment details of investment promotion project.

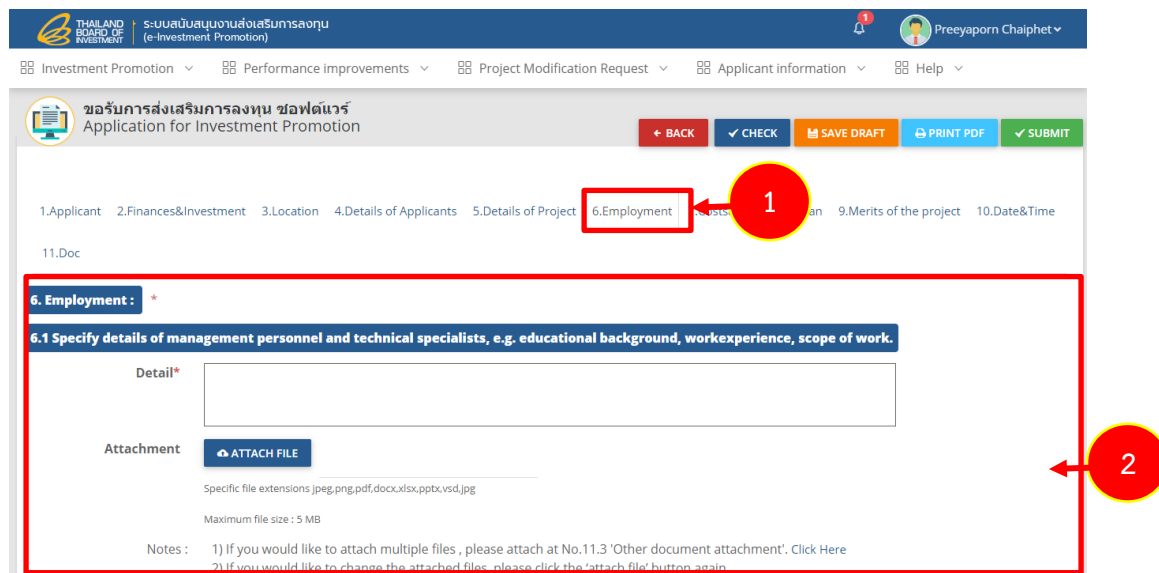
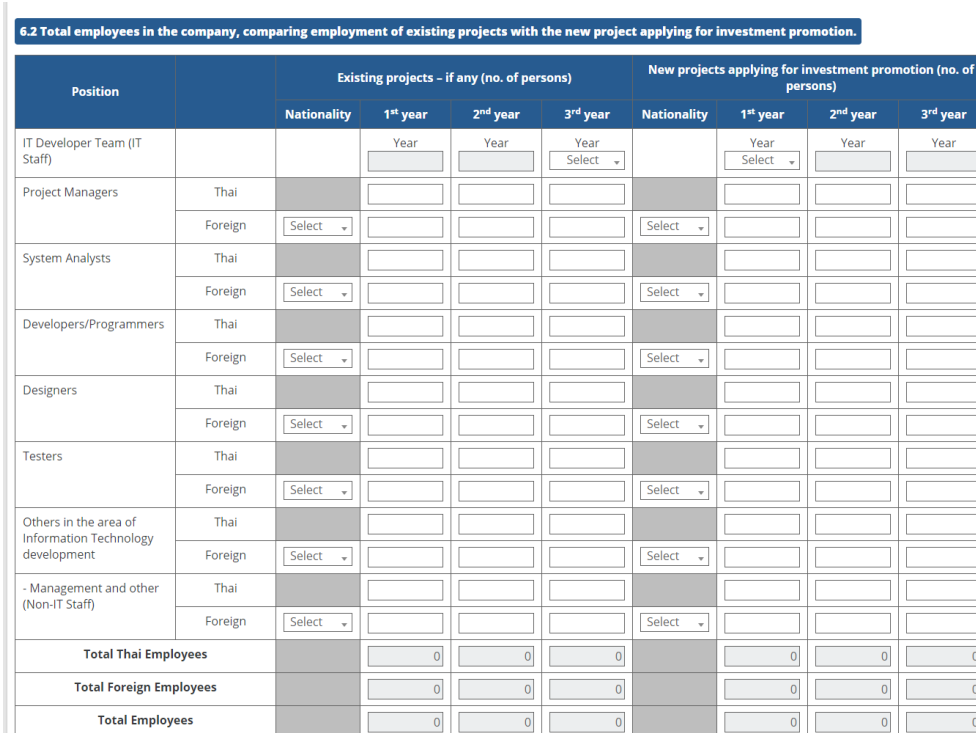


Figure 84 Employment screen

- Fill out a total employees in the company, comparing employment for existing projects with the new project applying for investment promotion.



6.2 Total employees in the company, comparing employment of existing projects with the new project applying for investment promotion.									
Position		Existing projects - if any (no. of persons)			New projects applying for investment promotion (no. of persons)				
		Nationality	1 st year	2 nd year	3 rd year	Nationality	1 st year	2 nd year	3 rd year
IT Developer Team (IT Staff)			Year	Year	Year		Year	Year	Year
Project Managers	Thai								
	Foreign	Select				Select			
System Analysts	Thai								
	Foreign	Select				Select			
Developers/Programmers	Thai								
	Foreign	Select				Select			
Designers	Thai								
	Foreign	Select				Select			
Testers	Thai								
	Foreign	Select				Select			
Others in the area of Information Technology development	Thai								
	Foreign	Select				Select			
- Management and other (Non-IT Staff)	Thai								
	Foreign	Select				Select			
Total Thai Employees			0	0	0		0	0	0
Total Foreign Employees			0	0	0		0	0	0
Total Employees			0	0	0		0	0	0

Figure 85 Employment screen

- Fill out a training plan for Thai employees, specifying training course, and/or plan for technology transfer.

6.3 Training plan for Thai employees, specifying training courses, and/or plan for technology transfer

Detail

Figure 86 Employment screen

- Fill out details of employee's monthly salary of the project applying for software investment promotion, only for Information Technology Development.

6.4 Details of employee's monthly salary of the project applying for software investment promotion, only for Information Technology Development (for e-commerce, please move to 7)

	Position	Nationality	1 st year			2 nd year			
			No. of employees(person)	Average Monthly Salary (Baht/Year/ Person)	Total Salary(Baht/Year/	No. of employees(person)	Average Monthly Salary (Baht/Year/ Person)	Total Salary(Baht/Year/	
1.	Project Managers	Thai			0.00			0.00	
		Foreign			0.00			0.00	
		Total	0		0.00	0		0.00	
2	System Analysts	Thai			0.00			0.00	
		Foreign	0		0.00			0.00	
		Total	0		0.00	0		0.00	
3	Developers/Programmers	Thai			0.00			0.00	
		Foreign			0.00			0.00	
		Total	0		0.00	0		0.00	
4	Designers	Thai			0.00			0.00	
		Foreign			0.00			0.00	
		Total	0		0.00	0		0.00	
5	Testers	Thai			0.00			0.00	
		Foreign			0.00			0.00	
		Total	0		0.00	0		0.00	
6	Others in the area of Information	Thai			0.00			0.00	
		Foreign	1	3,480,000.00	3,480,000.00	1	7,200,000.00	7,200,000.00	
		Total	1		3,480,000.00	1		7,200,000.00	
Total Thai Employees			0		0.00	0		0.00	
Total Foreign Employees			1		3,480,000.00	1		7,200,000.00	
Total Employees			1		3,480,000.00	1		7,200,000.00	


Notes : 1) Monthly salary of employees in the area of Information Technology development must not be less than 1,500,000 Baht per year




Figure 87 Employment screen


3.3.7 Costs & Profits Data Record

1. Click on **Costs & Profits** tab.
2. Fill out data for estimate of production costs and profits of the project for the first 3 years of operation.


ระบบสนับสนุนงานส่งเสริมการลงทุน
(e-Investment Promotion)


 Preeyaporn Chaiphet

Investment Promotion
 Performance Improvements
 Project Modification Request
 Applicant information
 Help


ขอรับการส่งเสริมการลงทุน ขอพิจารณา
Application for Investment Promotion
 + BACK
 CHECK
 SAVE DRAFT
 PRINT PDF
 SUBMIT

1.Applicant
 2.Finances&Investment
 3.Location
 4.Details of Applicants
 5.Details of Project
 6.Employment
 7.Costs&Profits
 8.Planning of the project
 10.Date&Time
 11.Doc

7. Estimate of production cost and profits of the project for the first 3 years of operation

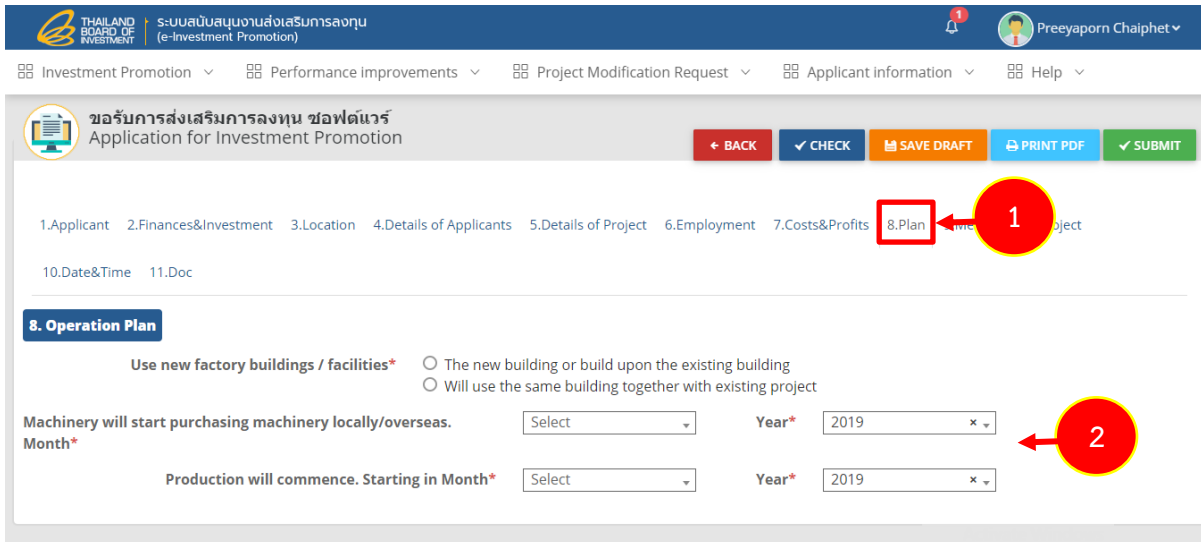
(Unit : Million Baht)

	1 st year	2 nd year	3 rd year
Revenue			
■ Domestic sale	0.00	0.00	0.00
■ Foreign	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00
Expenses (Please fill in only expenses related to this project)			
● Salaries/ wages of employees, specifically in the area of Information Technology Development			
■ Thai	0.00	0.00	0.00
■ Foreign	3.48	7.20	30.24
● Salaries/ wages of other employees, not in the area of Information Technology Development			
■ Thai	0.00	0.00	0.00
■ Foreign	0.00	0.00	0.00
● Electricity, water and telephone expenses	0.00	0.00	0.00
● Depreciation costs (calculated in accordance)			
■ Building	0.00	0.00	0.00
■ (Hardware and Software)	0.00	0.00	0.00
● Interest charges			
■ Domestic	0.00	0.00	0.00
■ Overseas	0.00	0.00	0.00
● Technical fees and royalties			
■ Domestic	0.00	0.00	0.00
■ Foreign	0.00	0.00	0.00
● Training expenses	0.00	0.00	0.00
● Technological R&D expenses	0.00	0.00	0.00
● Other expenses	0.00	0.00	0.00
Total Expenses	3.48	7.20	30.24
Profit (Loss)	-3.48	-7.20	-30.24

Figure 88 Costs & Profits screen

3.3.8 Operation Plan Data Record

1. Click on **Plan** tab to complete a plan data especially the one with * red mark.
2. Fill out the factory/business building/facilities by selecting data between new building or build upon the existing building or will use the same building together with existing project. Select month for machinery purchasing and production starting.



THAILAND BOARD OF INVESTMENT ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion) Preeyaporn Chaiphet

Investment Promotion Performance Improvements Project Modification Request Applicant information Help

ขอรับการส่งเสริมการลงทุนซอฟต์แวร์ Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Employment 7.Costs&Profits 8.Plan 9. Investment Project 10.Date&Time 11.Doc

8. Operation Plan

Use new factory buildings / facilities* ☐ The new building or build upon the existing building ☐ Will use the same building together with existing project

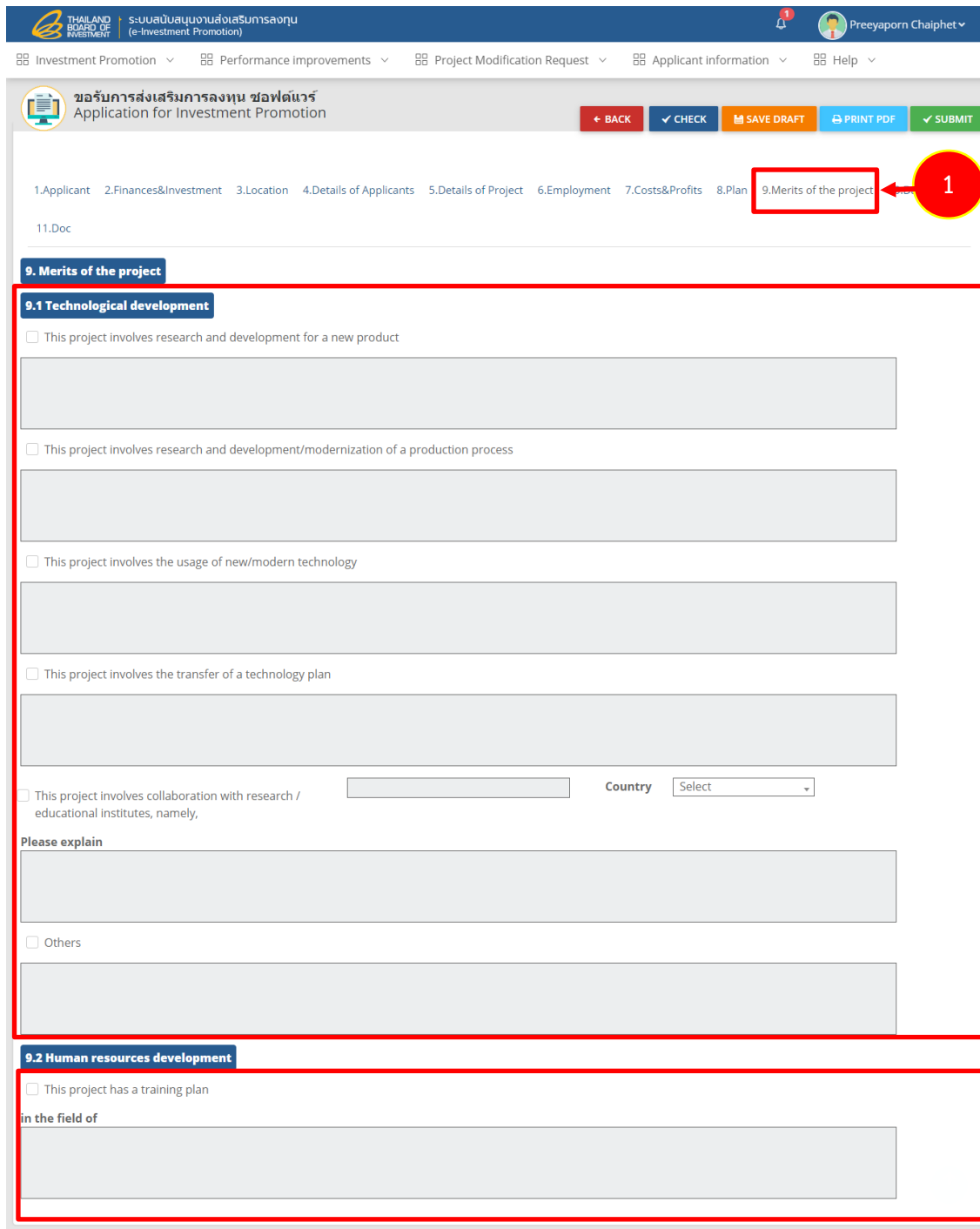
Machinery will start purchasing machinery locally/overseas. Select Year* 2019

Month* Production will commence. Starting in Month* Select Year* 2019

Figure 89 Operation Plan screen

3.3.9 Merits of the Project Record

1. Click on **Merits of the Project** tab.
2. Fill out data for technological development by tick on ☐ at the needed topic and explain the information in the box.
 - Fill out data for human resources development by tick on ☐ at the needed topic and explain the information in the box.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion) | Preeyaporn Chaiphet

Investment Promotion | Performance Improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน ขอฟีดแบร์
Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Employment 7.Costs&Profits 8.Plan 9.Merits of the project 11.Doc

BACK CHECK SAVE DRAFT PRINT PDF SUBMIT

9. Merits of the project

9.1 Technological development

☐ This project involves research and development for a new product

☐ This project involves research and development/modernization of a production process

☐ This project involves the usage of new/modern technology

☐ This project involves the transfer of a technology plan

☐ This project involves collaboration with research / educational institutes, namely, Country

Please explain

☐ Others

9.2 Human resources development

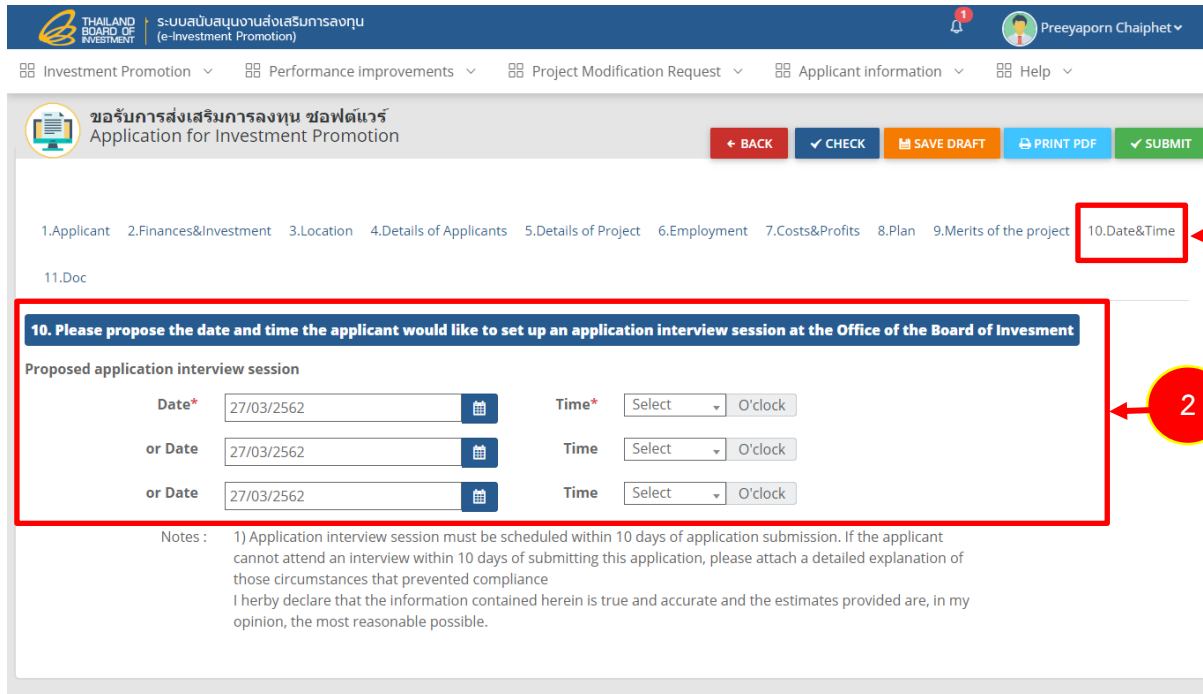
☐ This project has a training plan

in the field of

Figure 90 Merits of the Project screen

3.3.10 Date & Time Data Record

1. Click on **Date & Time** tab to completed the application interview details especially the one with * red mark.
2. Fill out data for date and time interviewing.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion Performance Improvements Project Modification Request Applicant information Help

ขอรับการส่งเสริมการลงทุน ขอฟีดแบร์ Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Employment 7.Costs&Profits 8.Plan 9.Merits of the project 10.Date&Time 11.Doc

10. Please propose the date and time the applicant would like to set up an application interview session at the Office of the Board of Investment

Proposed application interview session

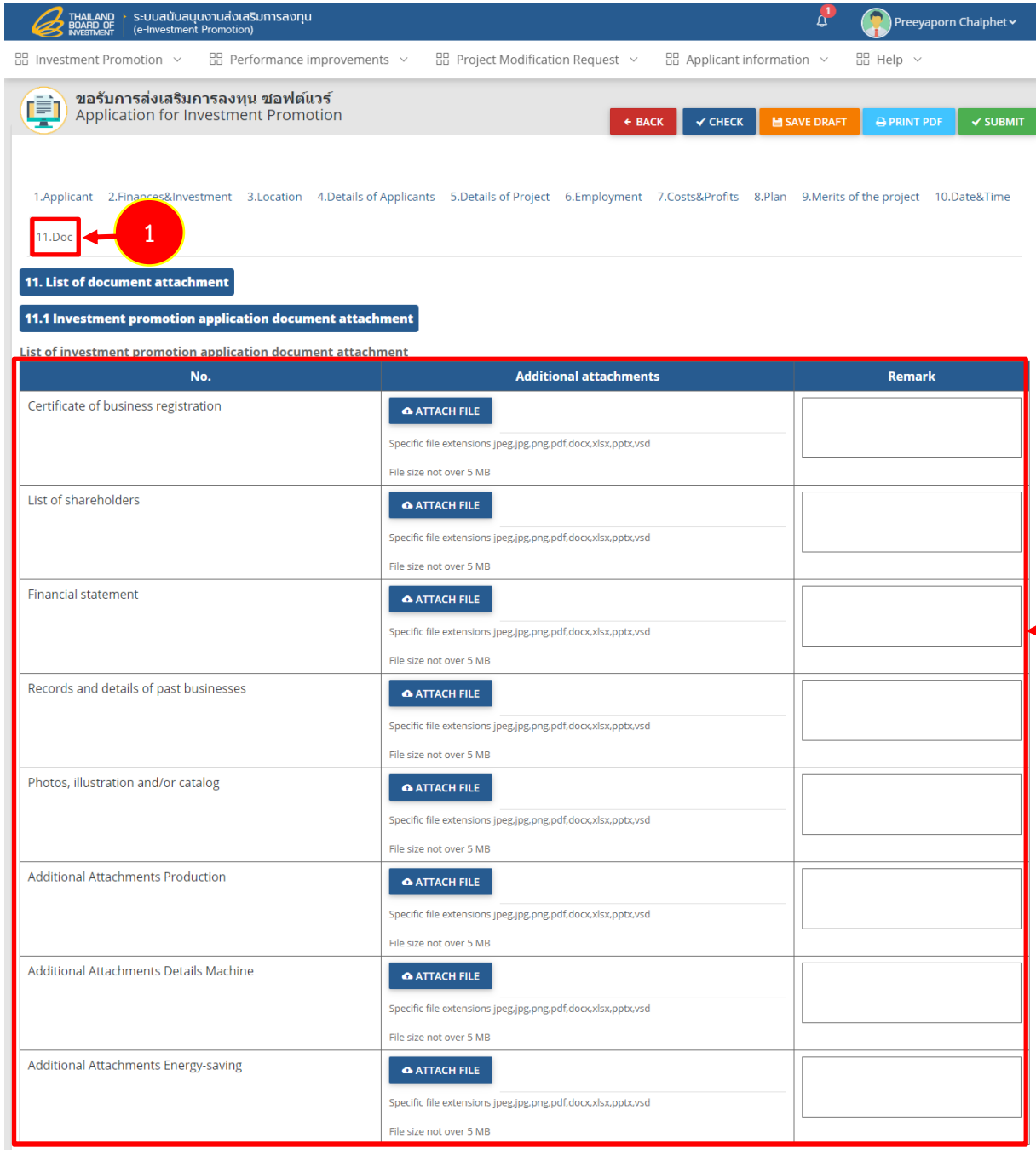
Date*	27/03/2562	Time*	Select	O'clock
or Date	27/03/2562	Time	Select	O'clock
or Date	27/03/2562	Time	Select	O'clock

Notes : 1) Application interview session must be scheduled within 10 days of application submission. If the applicant cannot attend an interview within 10 days of submitting this application, please attach a detailed explanation of those circumstances that prevented compliance
I herby declare that the information contained herein is true and accurate and the estimates provided are, in my opinion, the most reasonable possible.

Figure 91 Date & Time screen

3.3.11 Doc Data Record

1. Click on **Doc** tab to fill out the document details.
2. Attach additional document by click on **ATTACH FILE** button. Fill out more information in the remark column.



The screenshot shows the 'Application for Investment Promotion' interface. The '11.Doc' tab is selected, indicated by a red circle and arrow labeled '1'. Below the tab, the '11. List of document attachment' section is visible. The '11.1 Investment promotion application document attachment' table is highlighted with a red border. The table has three columns: 'No.', 'Additional attachments', and 'Remark'. The 'Remark' column for the first row is highlighted with a red circle and arrow labeled '2'.

No.	Additional attachments	Remark
Certificate of business registration	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
List of shareholders	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
Financial statement	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
Records and details of past businesses	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
Photos, illustration and/or catalog	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
Additional Attachments Production	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
Additional Attachments Details Machine	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
Additional Attachments Energy-saving	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	

Figure 92 Doc screen

3. For other document attachment, please click on **ATTACH FILE** button and fill out more information in the remark column.

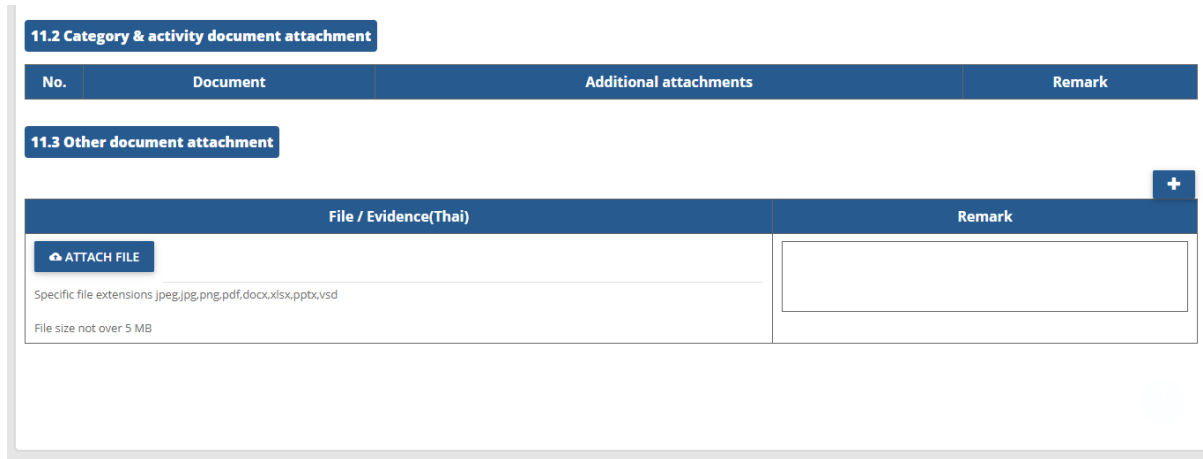


Figure 93 Doc screen

4. After completed its application, click on **Save Draft** or **Submit** button.

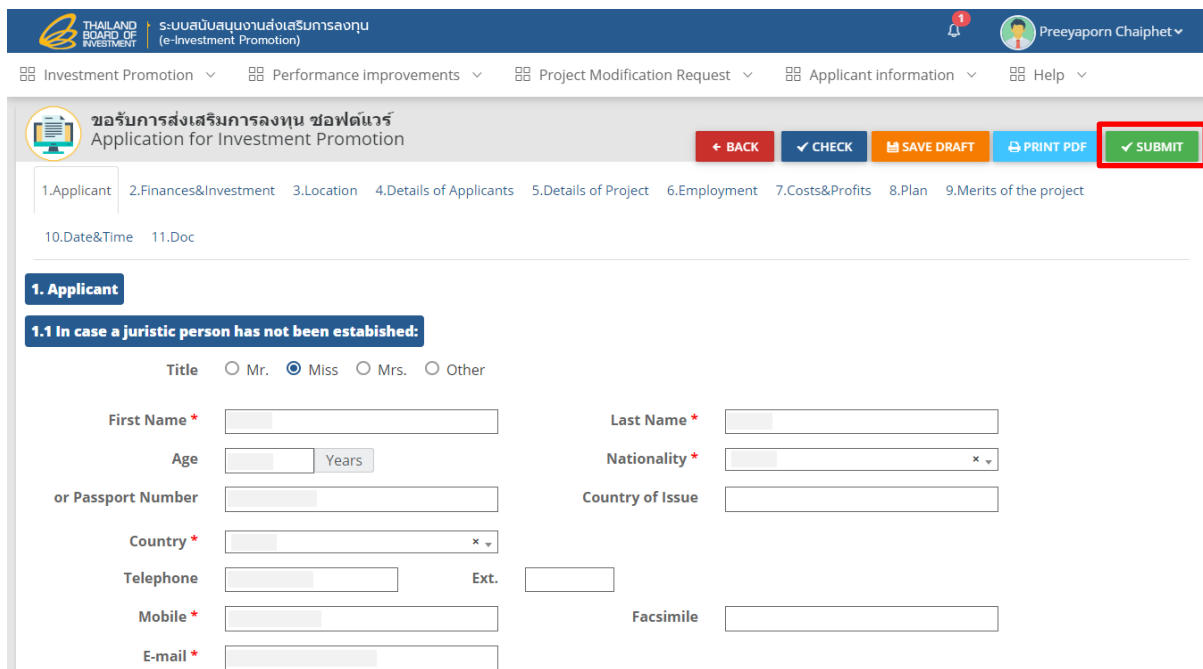


Figure 94 Application for Investment Promotion screen

3.4 Service Business Application for Investment Promotion

Service Business application for Investment Promotion, there are various tabs like; Applicant, Finances & Investment, Location, Details of Applicants, Details of Project, Environmental, Employment, Market, Plan, Costs & Profits, Merits of the project, Date & Time and Doc. If the applicants need to fill out any information, please click on each tab.

3.4.1 Applicant Data Record

1. Click on **Applicant** tab to complete data especially the one with * red mark.
2. Edit or add for more information in case of a juristic person who has not been established.

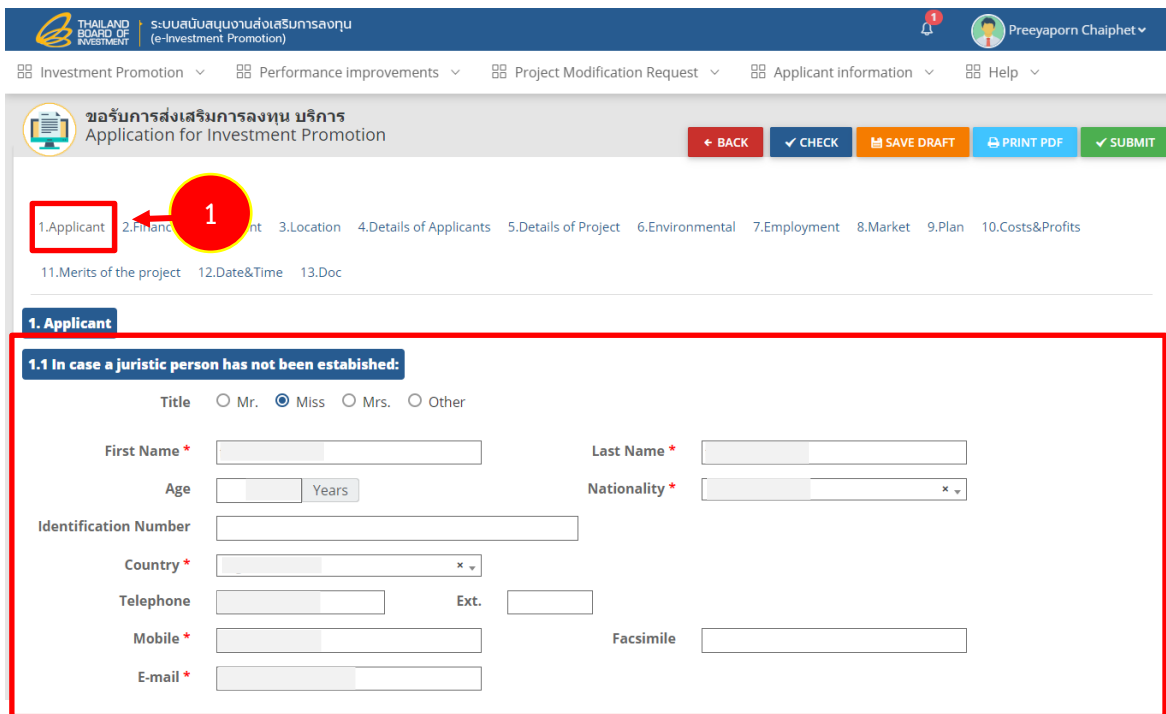


Figure 95 Applicant screen

- Fill out the applicants' data and attach its history and past business file by click on **ATTACH FILE** button.

1.3 Name of the applicant(If available, please attach records and details of past businesses)

Parent
Company/Company
Group

Year of Establishment

Type of Business

Location of Parent
Company-City

Revenue from past
years

Country

Select

Parent Company/Company Group
Total Employee

Person

History and past business details

ATTACH FILE

Specific file extensions
jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg

Maximum file size : 5 MB

Notes :

1) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. [Click Here](#)

2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 96 Applicant screen

- Fill out the name fo representative to contact on maters related to this application.

1.4 Name of representative to contact on matters related to this application

Title*

Fist Name(TH)*

Address*

District*

Zip Code*

Mobile*

E-mail*

last Name*

นาม*

Province*


Sub-District*

Telephone*

Facsimile

Ext.

Figure 97 Applicant screen

- Fill out the shareholding structure. The applicant can add name list of shareholder/co-investor which rank from majority to minority shareholder only those holding shared at least 10 percent by click on  button.

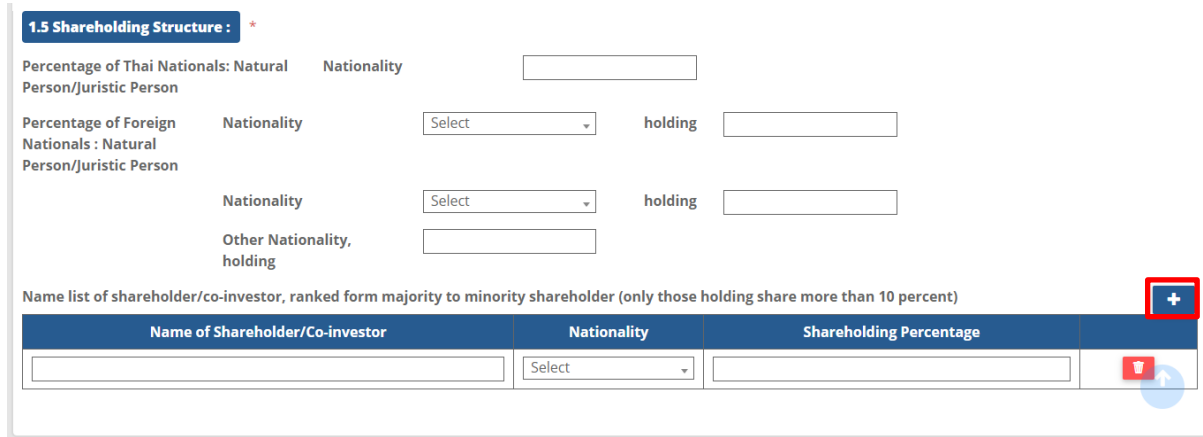


Figure 98 Shareholding Structure

3.4.2 Finances & Investment Data Record

1. Click on **Finances & Investment** tab.
2. Fill out data for finances and investment plan which is registered capital and loans.

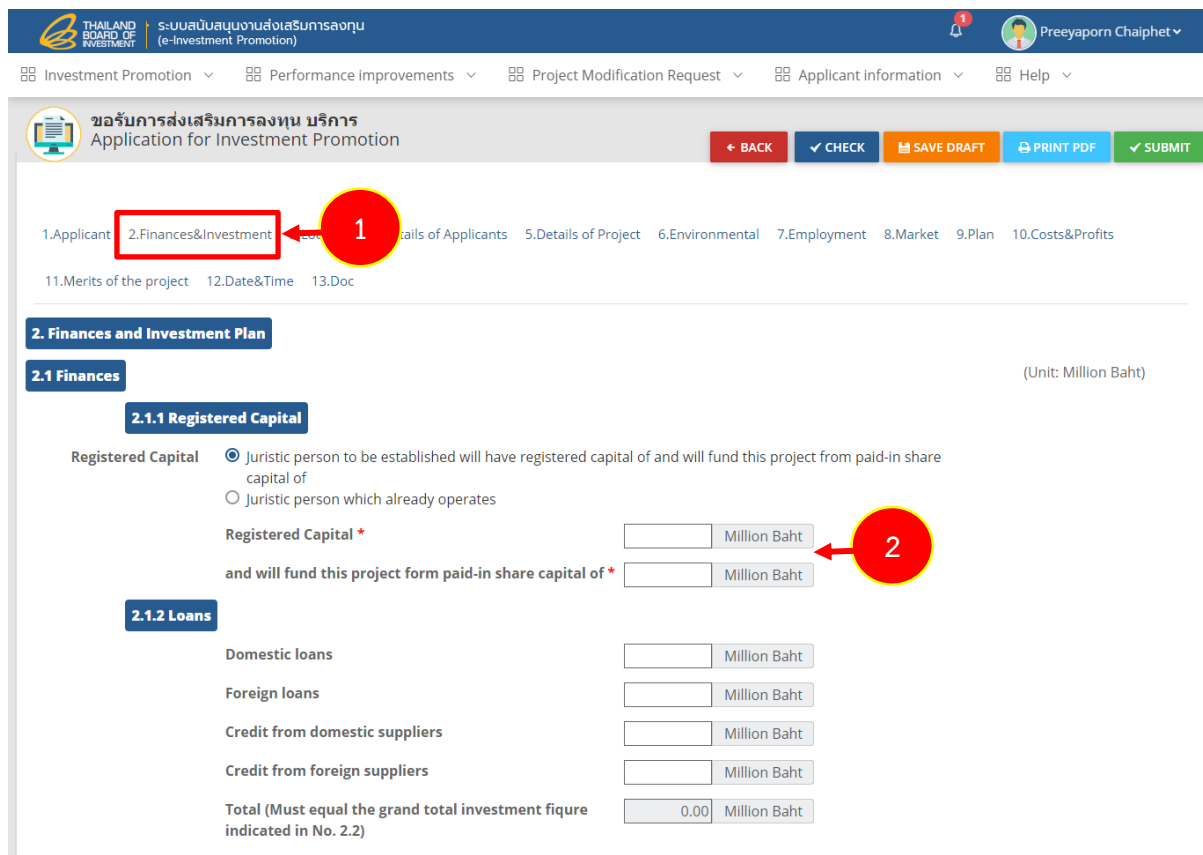


Figure 99 Finances & Investment Plan screen

- Fill out investment plan for cost of construction or rent for a period of longer than 3 years.
- Fill out a cost of machinery or rent for a period of longer than 1 year by click on **DETAILED MACHINE NO. 5.4** button.

(Unit: Million Baht)

2.2 Investment

1) Cost of construction or rent for a period of longer than Million Baht

2) Cost of machinery or rent for a period of longer than 1 year

DETAILED MACHINE NO. 5.4

2.1) New locally-purchased machinery Million Baht

2.2) New imported machinery Million Baht

2.3) Used imported machinery Million Baht

2.3.1) Not exceeding 5 years Million Baht

2.3.2) Exceeding 5 years but not exceeding Million Baht

2.3.3) Exceeding 10 years (only for relocation case) Million Baht

3) Cost of Installation Million Baht

4) Cost of Test-run Million Baht

Total Investment (excluding cost of land and working capital) (For an expansion project, combine costs from 1 to 4) 0.00 Million Baht

5) Preliminary expenses Million Baht

6) Value of other assets Million Baht

Total Investment (excluding cost of land and working capital) (For a newly-established company, combine costs from 1 to 6) 0.00 Million Baht

7) Cost of land Million Baht

8) Cost of expertise Million Baht

9) Working capital Million Baht


Grand Total (Combine costs from 1 to 9) 0.00 Million Baht

Notes :



- 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545
- 2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce

Figure 100 Finances & Investment Plan screen


3. The system shows application for investment promotion screen as 4.5 list of machinery to fill out an entire list of machinery and then click on **Next** button.



ระบบสนับสนุนงานส่งเสริมการลงทุน
 (e-Investment Promotion)



Preeyaporn Chaiphet ▾

Investment Promotion ▾
Performance improvements ▾
Project Modification Request ▾
Applicant information ▾
Help ▾



รายละเอียดเครื่องจักรตามข้อ 5.4
 Application for Investment Promotion

(Unit : Million Baht)

List of Machinery	country of	Imported					Purchased Locally	
		New		Used			New	
		Quantity	Value	Quantity	years of	Value	Quantity	Value
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Select ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others			<input type="text"/>		<input type="text"/>	<input type="text"/>		<input type="text"/>
Total Value			<input type="text"/>		<input type="text"/>	<input type="text"/>		<input type="text"/>
Total Value of All Machinery	<input style="width: 100%;" type="text"/>							

Notes :

1) Please use CIF price for imported machinery & equipment and contracted price for locally purchased machinery

2) In case of used imported machinery that exceeds 5 years, please specify each item in the column List of machinery Documentation can be attached.

→ NEXT

3

Figure 101 Finances & Investment Plan screen

- Fill out Cost of installation
- Fill out Cost of Test-run
- Fill out Preliminary expenses
- Fill out Value of other assets
- Fill out Cost of land
- Fill out Cost of expertise
- Fill out Working capital

2.2 Investment

(Unit: Million Baht)

1) Cost of construction or rent for a period of longer than Million Baht

2) Cost of machinery or rent for a period of longer than 1 year + DETAILED MACHINE NO. 5.4

2.1) New locally-purchased machinery Million Baht

2.2) New imported machinery Million Baht

2.3) Used imported machinery Million Baht

2.3.1) Not exceeding 5 years Million Baht

2.3.2) Exceeding 5 years but not exceeding Million Baht

2.3.3) Exceeding 10 years (only for relocation case) Million Baht

3) Cost of Installation Million Baht

4) Cost of Test-run Million Baht

Total Investment (excluding cost of land and working capital) (For an expansion project, combine costs from 1 to 4) Million Baht

5) Preliminary expenses Million Baht

6) Value of other assets Million Baht

Total Investment (excluding cost of land and working capital) (For a newly-established company, combine costs from 1 to 6) Million Baht

7) Cost of land Million Baht

8) Cost of expertise Million Baht

9) Working capital Million Baht


Grand Total (Combine costs from 1 to 9) Million Baht

Notes : 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545
2) Cost of expertise refers to fees for patents, copyrights, know-how, trademarks and rights to produce

Notes : 1) Cost of construction, cost of machinery, preliminary expenses and the value of other assets are defined according to Office of the Board of Investment Announcement No. Por 1/2545

2) Cost of expertise refers to fees for patents, copyrights, Know-How, trademarks and rights to produce

3.4.3 Location Data Saving

1. Click on **Location** tab.
2. If the applicant needs to add business/factory location information,
please click on  button to add more data.

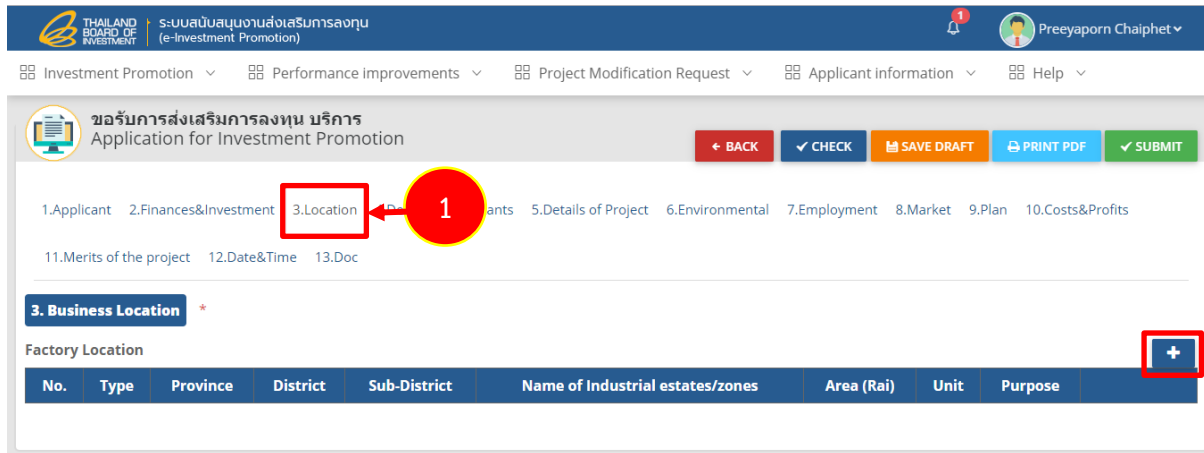


Figure 102 Business Location screen

3. The system shows location screen. The applicant must fill out entire data as follows;
 - Select Type
 - Select Province
 - Select District
 - Select Sub-District
 - Select Name of industrial estates/zones
 - Select Area (Rai)
4. After completed fill out then click on **Save** button.

Business Location

Type * ☐ Office
☐ Project Area
☐ "No permanent location"
means the activity of transportation services
☐ N.A.

Province

District

Sub-District

Name of Industrial estates/zones

Area (Rai)

Unit


Purpose


บันทึก

Figure 103 Business Location screen


3.4.4 Details of Applicants Data Record

1. Click on **Details of Applicants** tab.
2. Complete the company business details and attach a company introduction or annual report file by click on **ATTACH FILE** button.


**ระบบสนับสนุนงานส่งเสริมการลงทุน
(e-Investment Promotion)**


Preeyaporn Chaiphet

Investment Promotion
Performance Improvements
Project Modification Request
Applicant information
Help


ขอรับการส่งเสริมการลงทุน บริการ
Application for Investment Promotion

← BACK
✓ CHECK
SAVE DRAFT
PRINT PDF
SUBMIT

1.Applicant
2.Finances&Investment
3.Location
4.Details of Applicants
5.Environmental
6.Environmental
7.Employment
8.Market
9.Plan
10.Costs&Profits

11.Merits of the project
12.Date&Time
13.Doc

4. Name of the applicant

annual reports - if any

Detail

Company introduction or annual report

ATTACH FILE

Specific file extensions
.jpeg, .png, .pdf, .docx, .xlsx, .pptx, .vsd, .jpg

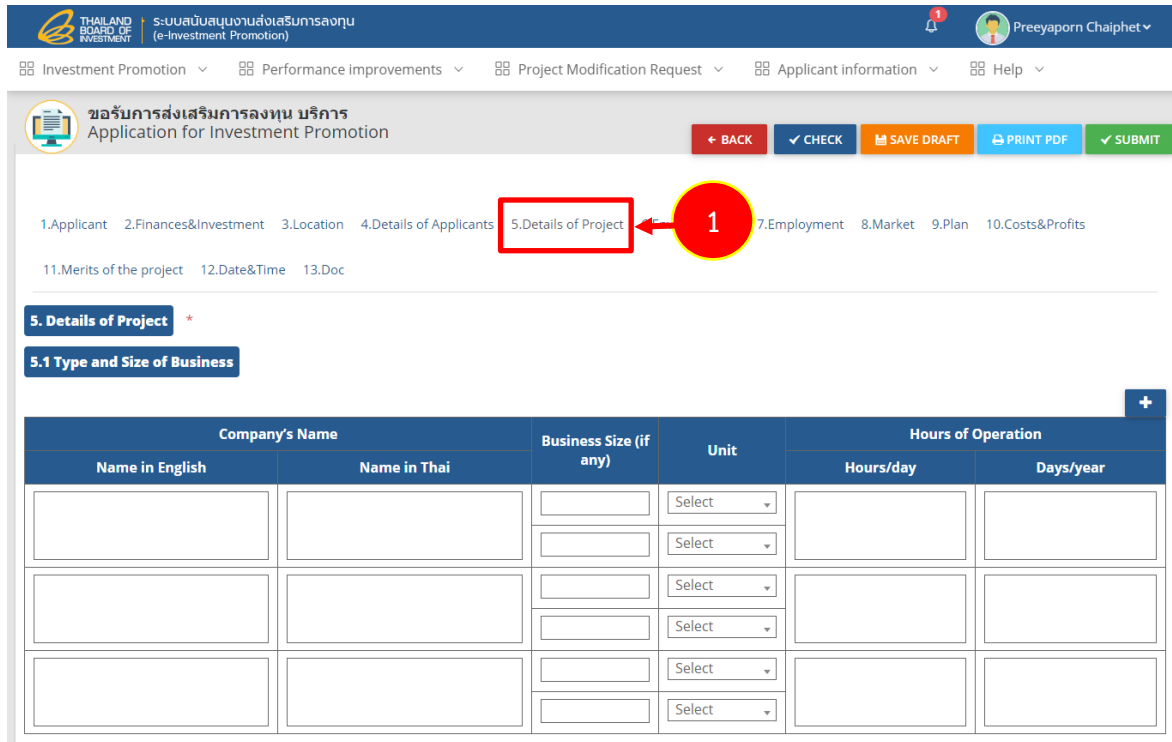
Maximum file size : 5 MB

Notes : 1) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 104 Details of Applicants

3.4.5 Details of Project Data Record

1. Click on **Details of Project** tab.
2. The system shows Details of Project screen. Fill out type and size of business as needed.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน บริการ Application for Investment Promotion

← BACK | ✓ CHECK | 📄 SAVE DRAFT | 🖨️ PRINT PDF | ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 7.Employment 8.Market 9.Plan 10.Costs&Profits

11.Merits of the project 12.Date&Time 13.Doc

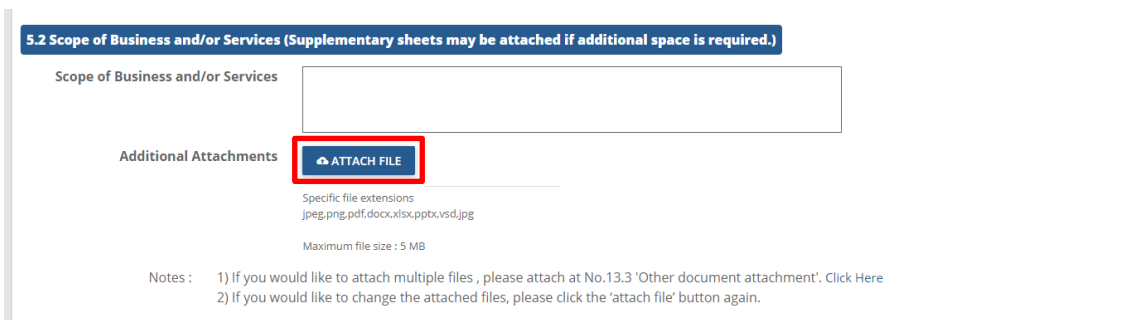
5. Details of Project *

5.1 Type and Size of Business

Company's Name		Business Size (if any)	Unit	Hours of Operation	
Name in English	Name in Thai			Hours/day	Days/year
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>

Figure 105 Details of Project screen

- Fill out a scope of business and/or services and attach an additional file by click on **ATTACH FILE** button.



5.2 Scope of Business and/or Services (Supplementary sheets may be attached if additional space is required.)

Scope of Business and/or Services



Additional Attachments **ATTACH FILE**

Specific file extensions
jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg

Maximum file size : 5 MB

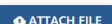
Notes : 1) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. [Click Here](#)
2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 106 Details of Project screen

- Fill out a services process (supplementary sheets may be attached if additional space is required) by click on  button and attach an additional file by click on  button.

5.3 Service Process (Supplementary sheets may be attached if additional space is required.)

No.	Scope of Business	Main machinery, Tools and Equipment to be used
1		

Additional Attachments Production



Specific file extensions
 jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg

Maximum file size : 5 MB

Notes :

1) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. [Click Here](#)

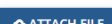
2) If you would like to change the attached files, please click the 'attach file' button again.

- Fill out a machinery data (including computers & software to be used in the process) and attach an additional file by click on  button.

5.4 Machinery (Including computers & software to be used in the process)

Note : In case of changing number; turn back to change in tab 2 on mechanical description at title 5.4 [Click Here](#)
(Unit : Million Baht)

List of Machinery	country of	Imported					Purchased Locally	
		New		Used			New	
		Quantity	Value	Quantity	years of	Value	Quantity	Value
	Select							
	Select							
	Select							
	Select							
	Select							
Others								
Total Value			0.00			0.00		0.00
Total Value of All Machinery		0.00						

Additional Attachments machine details


Specific file extensions
 jpeg, png, pdf, docx, xlsx, pptx, vsd, jpg


Maximum file size : 5 MB

Notes :

1) Please use CIF price for imported machinery & equipment and contracted price for locally purchased machinery

2) In case of used imported machinery that exceeds 5 years, please specify each item in the column List of machinery Documentation can be attached.

3) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. [Click Here](#)



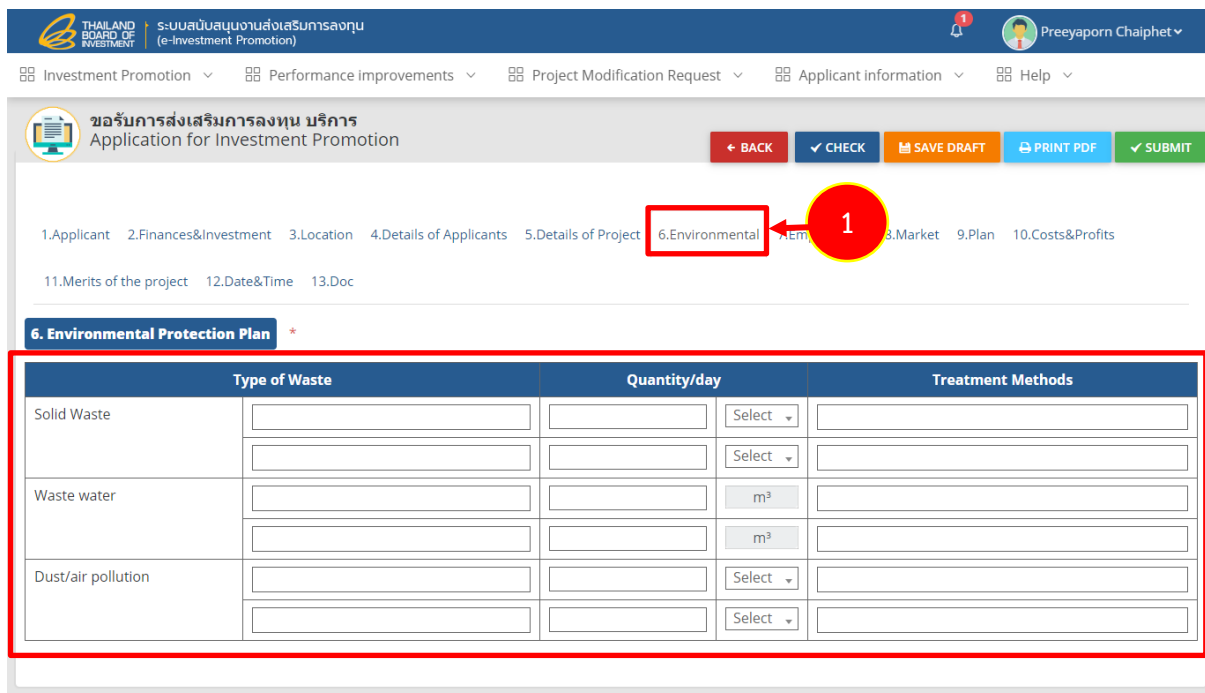
Note :1) Please use CIF price for imported machinery & equipment and contracted price for locally purchased machinery.

2) In case of used imported machinery that exceeds 5 years, please specify each item in the column list of machinery Documentation can be attached.

3) Specify in notes: please fill out the data at least 1 column (if there is no data, please fill out “-” or “0”, For “Thailand” only)

3.4.6 Environment Protection Plan Data

1. Click on **Environment Protection Plan** tab.
2. The system shows Environment Protection Plan screen, please complete a plan information especially the one with * red mark.



1. Applicant 2. Finances&Investment 3. Location 4. Details of Applicants 5. Details of Project 6. Environmental Protection Plan 7. Environmental Impact Assessment 8. Market 9. Plan 10. Costs&Profits 11. Merits of the project 12. Date&Time 13. Doc

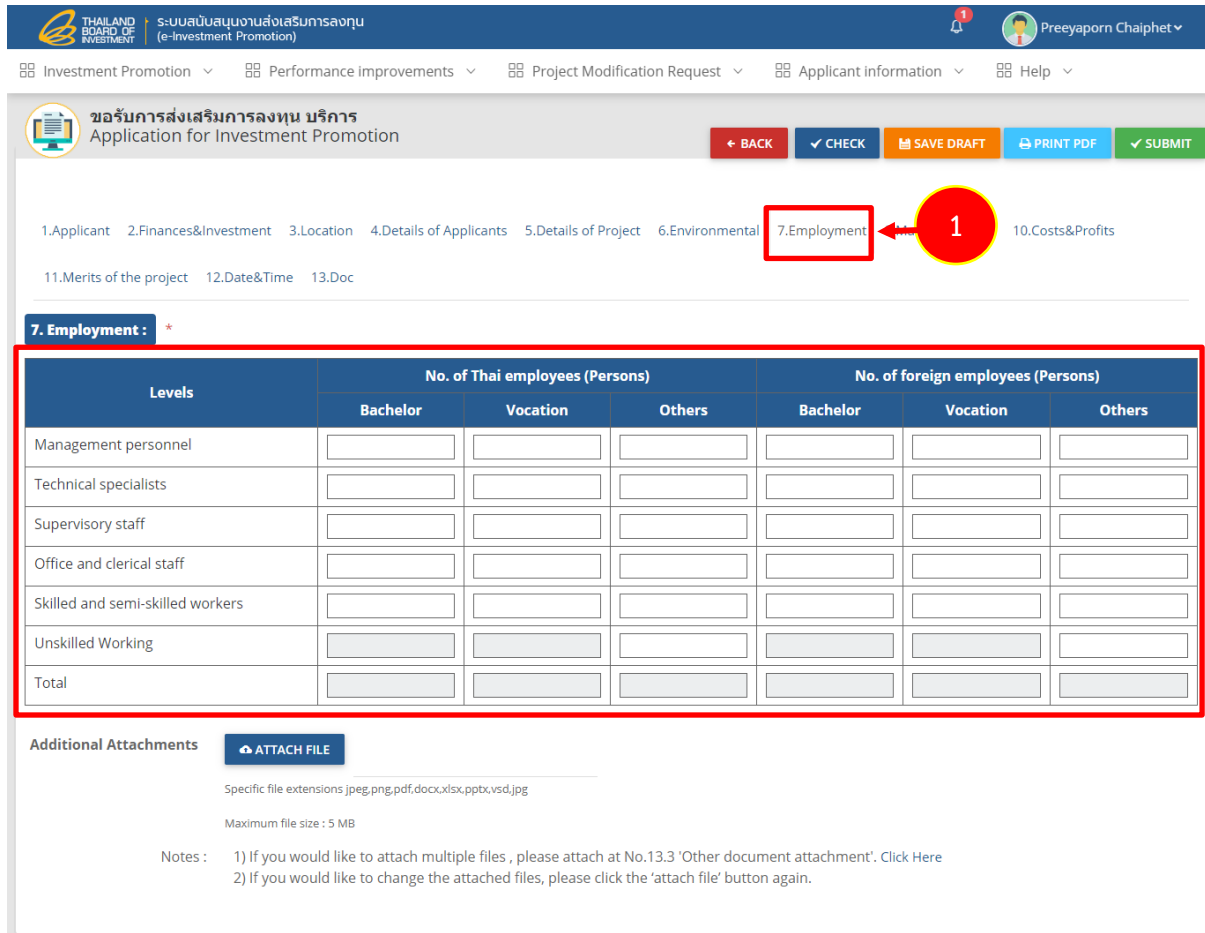
6. Environmental Protection Plan *

Type of Waste	Quantity/day	Treatment Methods
Solid Waste	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Waste water	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Dust/air pollution	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>

Figure 107 Environment Protection Plan screen

3.4.7 Employment Data Record

1. Click on **Employment** tab.
2. The system shows employment data screen, Please complete an information especially the one with * red mark.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion Performance Improvements Project Modification Request Applicant information Help

ขอรับการส่งเสริมการลงทุน บริการ
Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Environmental 7.employment 10.Costs&Profits

11.Merits of the project 12.Date&Time 13.Doc

7. Employment : *

Levels	No. of Thai employees (Persons)			No. of foreign employees (Persons)		
	Bachelor	Vocation	Others	Bachelor	Vocation	Others
Management personnel						
Technical specialists						
Supervisory staff						
Office and clerical staff						
Skilled and semi-skilled workers						
Unskilled Working						
Total						

Additional Attachments ATTACH FILE

Specific file extensions jpeg,png,pdf,docx,xlsx,pptx,vsd,jpg

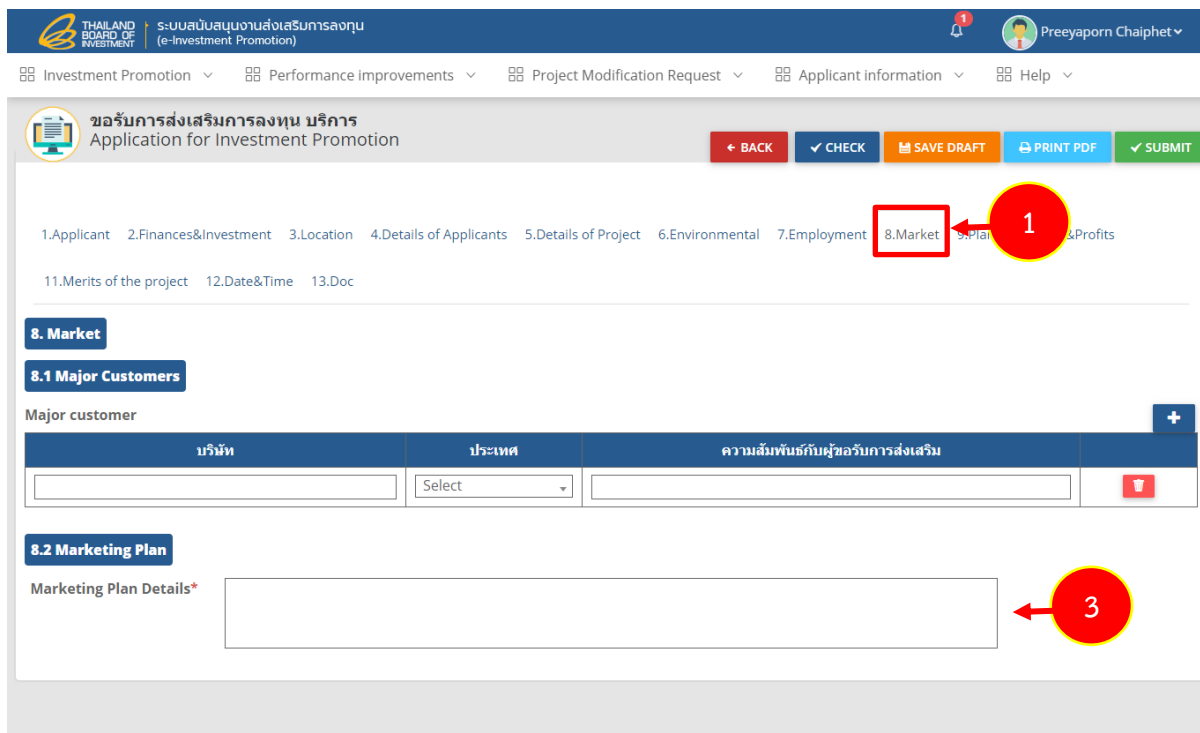
Maximum file size : 5 MB

Notes : 1) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. Click Here
2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 108 Employment screen

3.4.8 Market Data Record

1. Click on **Market** tab.
2. Fill out data for major customers and marketing plan.



The screenshot shows the 'Application for Investment Promotion' interface. At the top, there's a navigation bar with the Thailand Board of Investment logo and user information (Preeyaporn Chaiphet). Below this is a menu bar with options like 'Investment Promotion', 'Performance improvements', 'Project Modification Request', 'Applicant information', and 'Help'. The main content area is titled 'ขอรับการส่งเสริมการลงทุน บริการ' (Application for Investment Promotion Service). It features a series of tabs: 1.Applicant, 2.Finances&Investment, 3.Location, 4.Details of Applicants, 5.Details of Project, 6.Environmental, 7.Employment, 8.Market, 9.Profits, 11.Merits of the project, 12.Date&Time, and 13.Doc. Tab 8.Market is highlighted with a red box and a red circle with the number 1. Below the tabs, there are two main sections: '8.1 Major Customers' and '8.2 Marketing Plan'. In the '8.1 Major Customers' section, there's a table with columns: 'บริษัท' (Company), 'ประเทศ' (Country), and 'ความสัมพันธ์กับผู้ขอรับการส่งเสริม' (Relationship with the applicant). A red circle with the number 2 points to the table. In the '8.2 Marketing Plan' section, there's a text area labeled 'Marketing Plan Details*' with a red circle and the number 3 pointing to it.

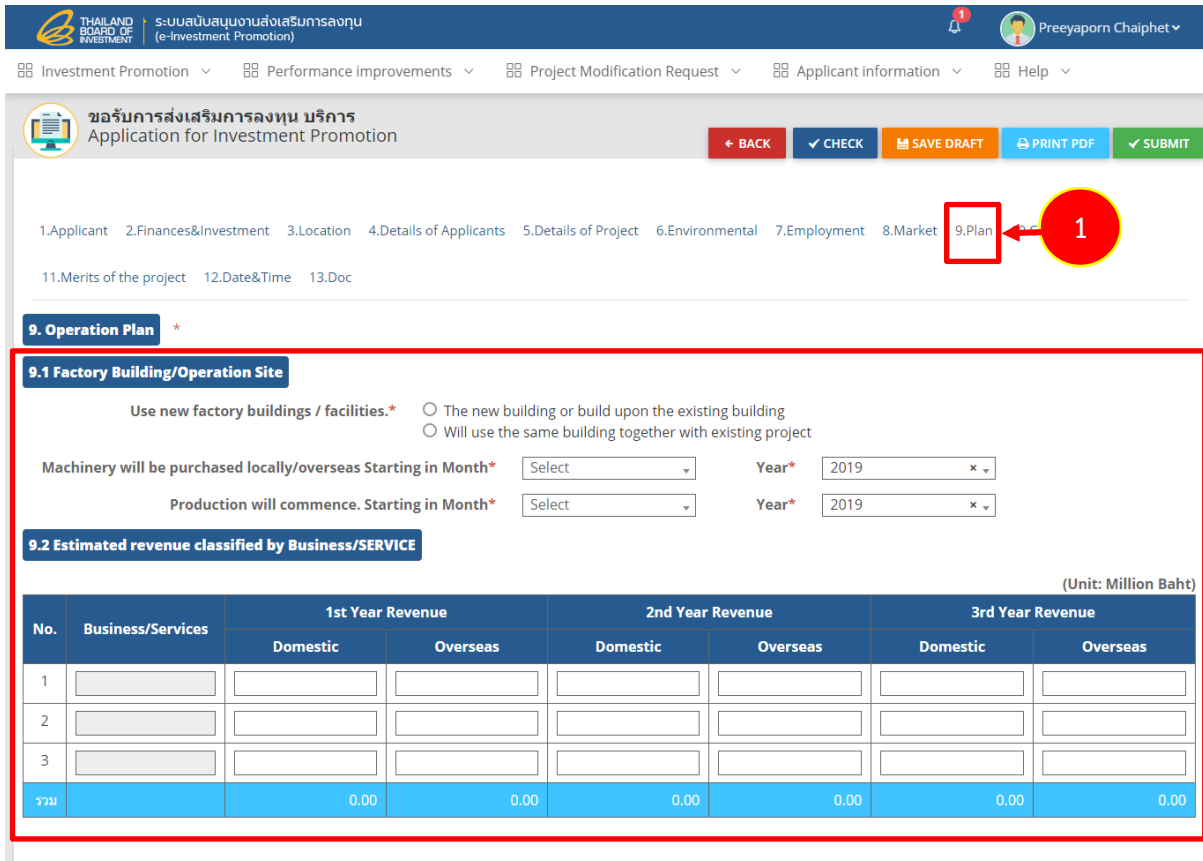
Figure 109 Market screen

3.4.9 Operation Plan Data Record

1. Click on **Plan** tab to complete data especially the one with * red mark.

- Fill out the factory building/operation site by selecting data between new building or build upon the existing building or will use the same building together with existing project. Select month for machinery purchasing and production starting.

- Fill out data for estimated revenue classified by business/service from 1st – 3rd year.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance Improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน บริการ Application for Investment Promotion

← BACK | ✓ CHECK | 💾 SAVE DRAFT | 🖨️ PRINT PDF | ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Environmental 7.Employment 8.Market 9.Plan 10. 11.Merits of the project 12.Date&Time 13.Doc

9. Operation Plan *

9.1 Factory Building/Operation Site

Use new factory buildings / facilities.* ☐ The new building or build upon the existing building
☐ Will use the same building together with existing project

Machinery will be purchased locally/overseas Starting in Month* Year*

Production will commence. Starting in Month* Year*

9.2 Estimated revenue classified by Business/SERVICE


(Unit: Million Baht)

No.	Business/Services	1st Year Revenue		2nd Year Revenue		3rd Year Revenue	
		Domestic	Overseas	Domestic	Overseas	Domestic	Overseas
1							
2							
3							
รวม		0.00	0.00	0.00	0.00	0.00	0.00

Figure 110 Operation Plan screen

3.4.10 Costs & Profits Data Record

1. Click on **Costs & Profits** tab.
2. Fill out data for estimated revenue and expenses of the project for the first 3 years of operation.



Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Environmental 7.Employment 8.Market 9.Plan 10.Costs&Profits 11.Merits of the project 12.Date&Time 13.Doc

10. Estimated revenue and expenses of the project for the first 3 years of operation

(Unit : Million Baht)

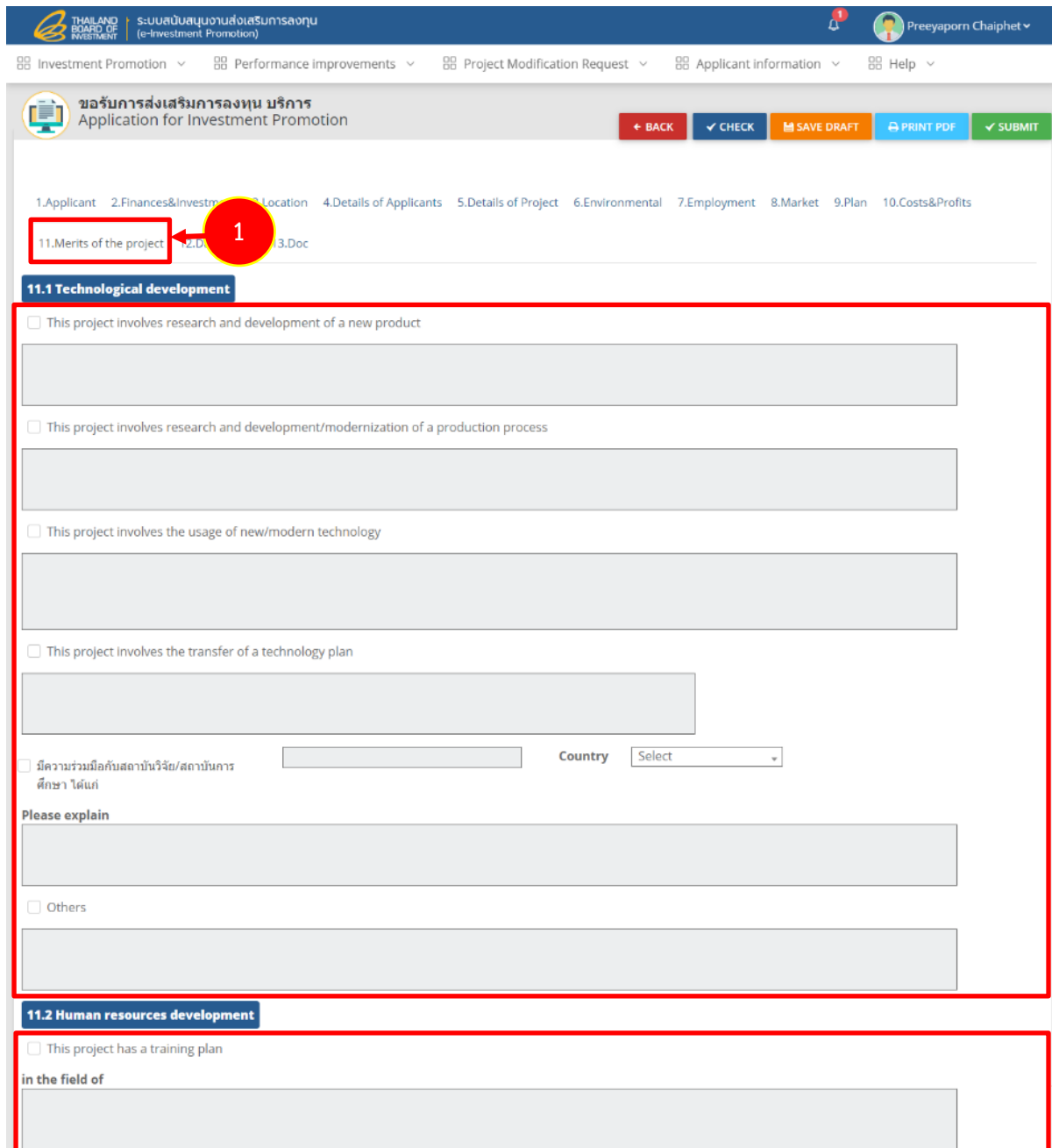
	1 st year	2 nd year	3 rd year
Revenue			
■ Domestic sale			
■ Foreign			
Total Revenue			
Expenses			
- Goods costs			
■ Domestic sale			
■ Foreign			
- Service costs			
● Salary Expenses			
■ Thai			
■ Foreign			
● Cost of supplies used in the provision of services			
● Other services costs			
- Selling and administrative expenses			
● Sales and Administrative expenses			
■ Thai			
■ Foreign			
● Electricity, water and telephone expenses			
● Depreciation costs (calculated in accordance)			
■ Building			
■ Machinery and equipment			
● Interest charges			
■ Domestic sale			
■ Foreign			
● Rent			
● Other selling and administrative expenses			
- Training			
- Technological R&D expenses			
- Other costs			
Total Expenses			
Profit (Loss)			

Notes : 1) Salary expenses refer to salaries of personnel
3.9,5.6,7.11,7.13, salary expenses refer to salaries of designers and developers of creative products, electronics
2) Personnel expenses refer to expenses used in the employment of the other personnel for this project (excluding those)

Figure 111 Costs & Profits screen

3.4.11 Merits of the Project Data Record

1. Click on **Merits of the project** tab.
2. Fill out data for technological development by tick on ☐ at the needed topic and explain the information in the box.
3. Fill out data of human resources development by tick on ☐ at the needed topic and explain the information in the box.



THAILAND BOARD OF INVESTMENT ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion Performance improvements Project Modification Request Applicant information Help

ขอรับการส่งเสริมการลงทุน บริการ Application for Investment Promotion

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Environmental 7.Employment 8.Market 9.Plan 10.Costs&Profits

11.Merits of the project 12.Doc 13.Doc

11.1 Technological development

☐ This project involves research and development of a new product

☐ This project involves research and development/modernization of a production process

☐ This project involves the usage of new/modern technology

☐ This project involves the transfer of a technology plan

☐ มีความร่วมมือกับสถาบันวิจัย/สถาบันการศึกษา ได้แก่ Country Select

Please explain

☐ Others

11.2 Human resources development

☐ This project has a training plan

in the field of

Figure 112 Merits of the Project screen

- Fill out data for development of local suppliers with at least 51% Thai shareholding and energy-saving measure(s) by tick on ☐ at the needed topic and explain the information in the box.

- Attach an additional file by click on  button.

11.3 Development of local suppliers with at least 51% Thai shareholding

☐ This project has a Local Supplier development plan

11.4 Energy-saving measure(s)

☐ This project has energy-saving measure(s) incorporated into the production process that reduce the use of energy, as follows:

☐ Electricity and light

☐ Fuel

☐ Water

☐ Other


Please explain method

☐ This project uses alternative

from

☐ Other measures

Attached Documents



Specific file extensions
jpeg,png,pdf,docx,xlsx,pptx,vsd,jpg

Maximum file size : 5 MB

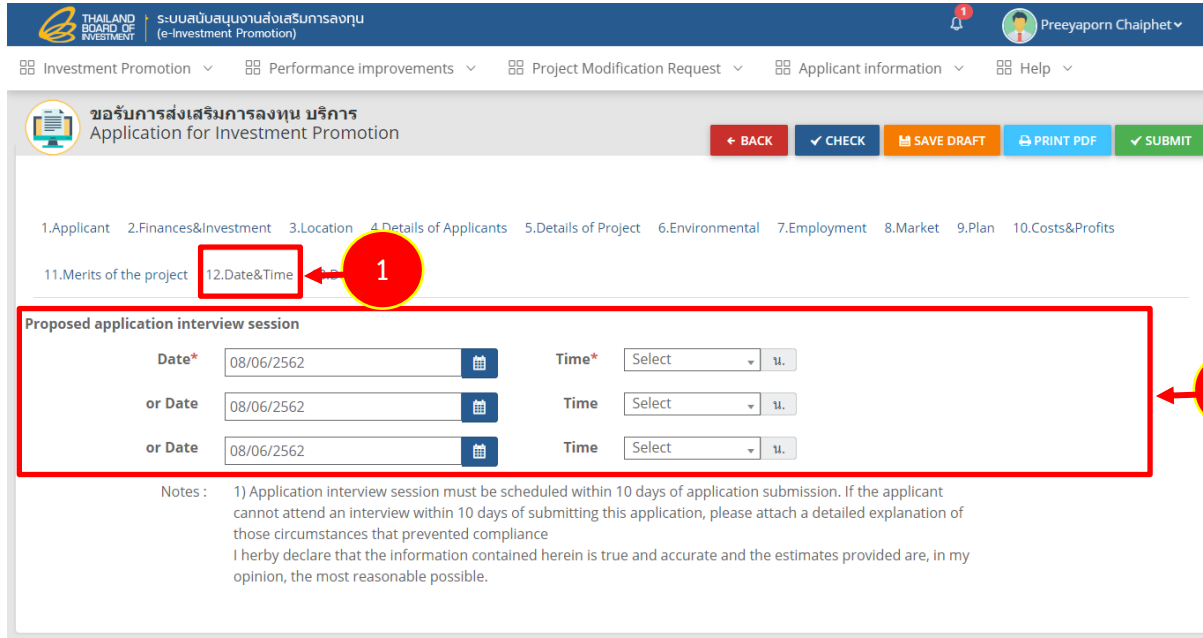
Notes :
 1) If you would like to attach multiple files , please attach at No.13.3 'Other document attachment'. [Click Here](#)
 2) If you would like to change the attached files, please click the 'attach file' button again.

Figure 113 Merits of the Project screen

3.4.12 Date & Time Data Record

1. Click on **Date & Time** tab to complete proposed application interview session especially the one with * red mark.

2. Specify the details of the project by selecting date and time.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน บริการ
Application for Investment Promotion

← BACK ✓ CHECK SAVE DRAFT PRINT PDF ✓ SUBMIT

1.Applicant 2.Finances&Investment 3.Location 4.Details of Applicants 5.Details of Project 6.Environmental 7.Employment 8.Market 9.Plan 10.Costs&Profits

11.Merits of the project 12.Date&Time

Proposed application interview session

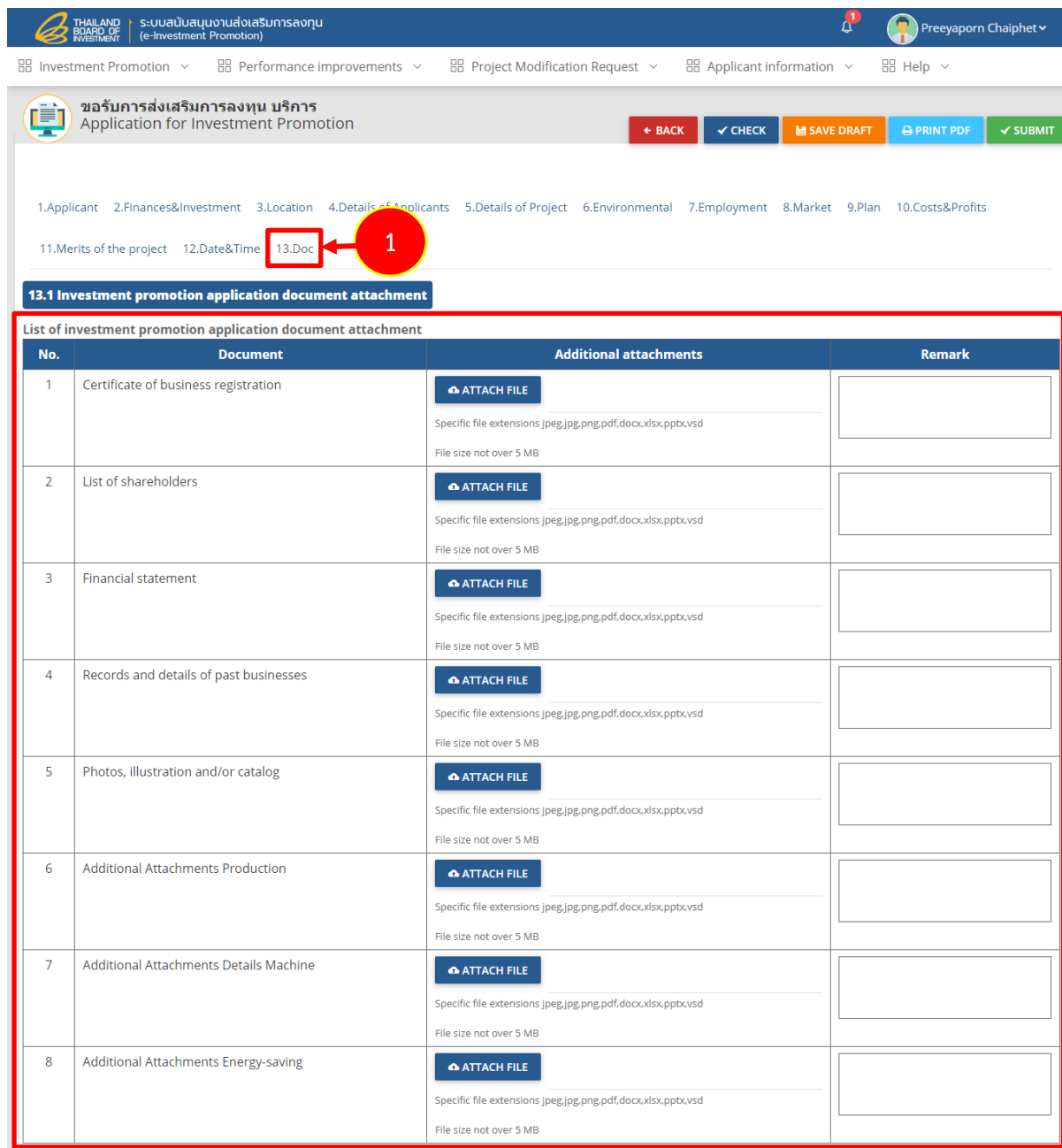
Date*	08/06/2562	Time*	Select
or Date	08/06/2562	Time	Select
or Date	08/06/2562	Time	Select

Notes : 1) Application interview session must be scheduled within 10 days of application submission. If the applicant cannot attend an interview within 10 days of submitting this application, please attach a detailed explanation of those circumstances that prevented compliance
I herby declare that the information contained herein is true and accurate and the estimates provided are, in my opinion, the most reasonable possible.

Figure 114 Date & Time screen

3.4.13 Doc Data Record

1. Click on **Doc** tab to complete a details of the document.
2. Attach document file for investment promotion application document attachment by click on **ATTACH FILE** button and fill out more information in the remark column.



13.Doc

13.1 Investment promotion application document attachment

List of investment promotion application document attachment

No.	Document	Additional attachments	Remark
1	Certificate of business registration	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
2	List of shareholders	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
3	Financial statement	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
4	Records and details of past businesses	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
5	Photos, illustration and/or catalog	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
6	Additional Attachments Production	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
7	Additional Attachments Details Machine	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	
8	Additional Attachments Energy-saving	ATTACH FILE Specific file extensions jpeg,jpg,png,pdf,docx,xlsx,pptx,vsd File size not over 5 MB	

Figure 115 Doc screen

- Attach document file for category & activity document attachment by click on

ATTACH FILE

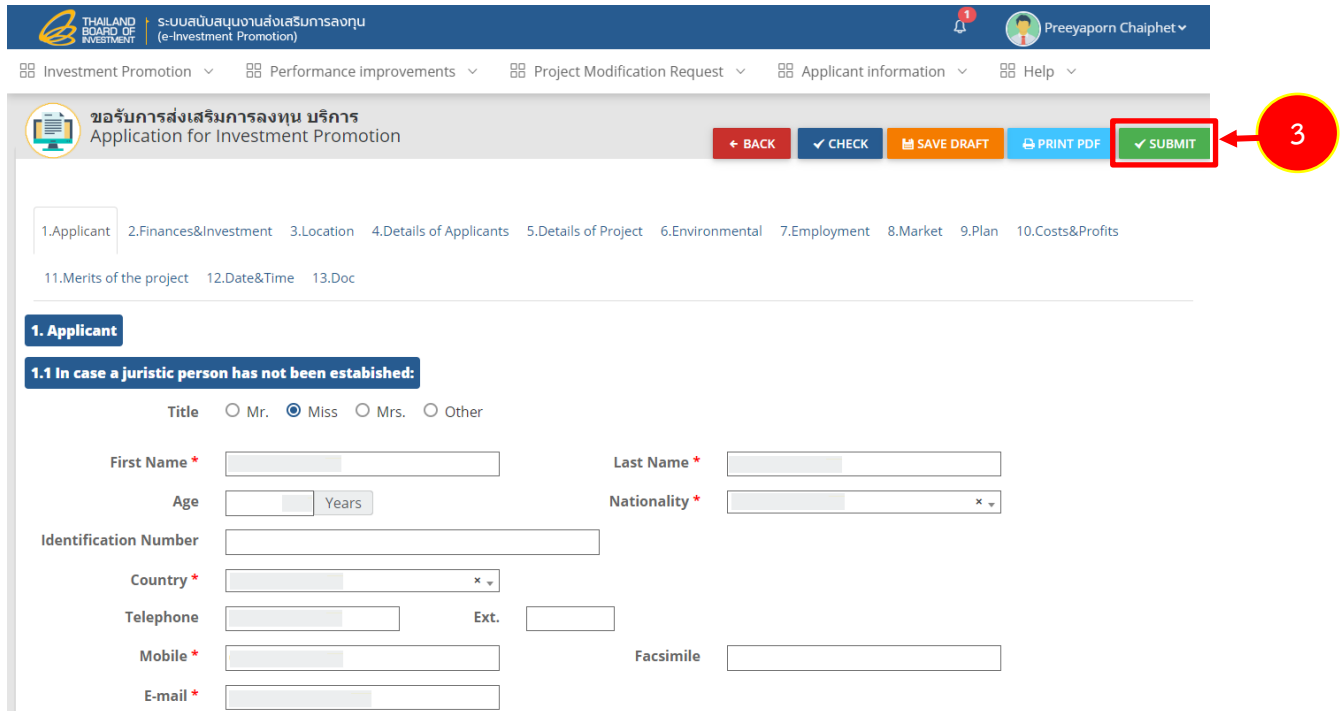
button and fill out more information in the remark column.

13.2 Category & activity document attachment

No.	Document	Additional attachments	Remark						
<div>13.3 Other document attachment</div> <div>+</div> <table> <thead> <tr> <th>No.</th> <th>File / Evidence(Thai)</th> <th>Remark</th> </tr> </thead> <tbody> <tr> <td>1</td> <td> <div>ATTACH FILE</div> <div>Specific file extensions .jpeg, .jpg, .png, .pdf, .docx, .xlsx, .pptx, .vsd</div> <div>File size not over 5 MB</div> </td> <td></td> </tr> </tbody> </table>				No.	File / Evidence(Thai)	Remark	1	<div>ATTACH FILE</div> <div>Specific file extensions .jpeg, .jpg, .png, .pdf, .docx, .xlsx, .pptx, .vsd</div> <div>File size not over 5 MB</div>	
No.	File / Evidence(Thai)	Remark							
1	<div>ATTACH FILE</div> <div>Specific file extensions .jpeg, .jpg, .png, .pdf, .docx, .xlsx, .pptx, .vsd</div> <div>File size not over 5 MB</div>								

Figure 116 Doc screen

3. After completed application for investment promotion, click on **Save Draft** or **Submit** button.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion) | Preeyaporn Chaiphet

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุน บริการ
Application for Investment Promotion

← BACK | ✓ CHECK | SAVE DRAFT | PRINT PDF | ✓ SUBMIT

1.Applicant | 2.Finances&Investment | 3.Location | 4.Details of Applicants | 5.Details of Project | 6.Environmental | 7.Employment | 8.Market | 9.Plan | 10.Costs&Profits | 11.Merits of the project | 12.Date&Time | 13.Doc

1. Applicant

1.1 In case a juristic person has not been established:

Title ☐ Mr. ☒ Miss ☐ Mrs. ☐ Other

First Name * Last Name *

Age Years Nationality *

Identification Number

Country *

Telephone Ext. Facsimile

Mobile *

E-mail *

Figure 117 Application for Investment Promotion

3.5 Application for Investment Promotion History Data

1. Click on **Investment Promotion** menu and then click on **Application for Investment Promotion History** sub-menu.

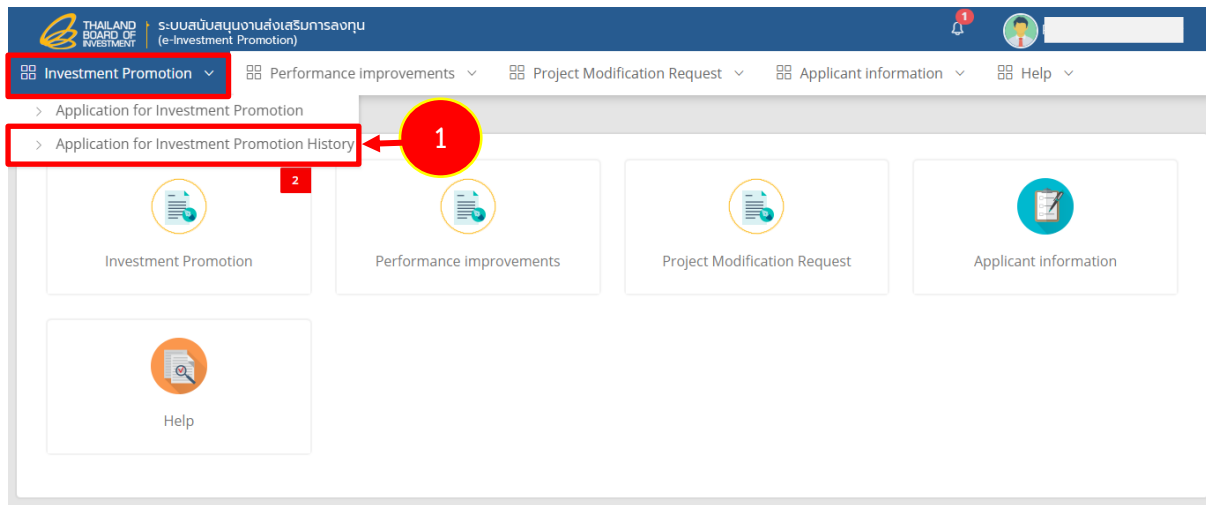


Figure 118 Investment Promotion screen

2. The system shows application for investment Promotion history screen to view all details by click on **Detail** button.

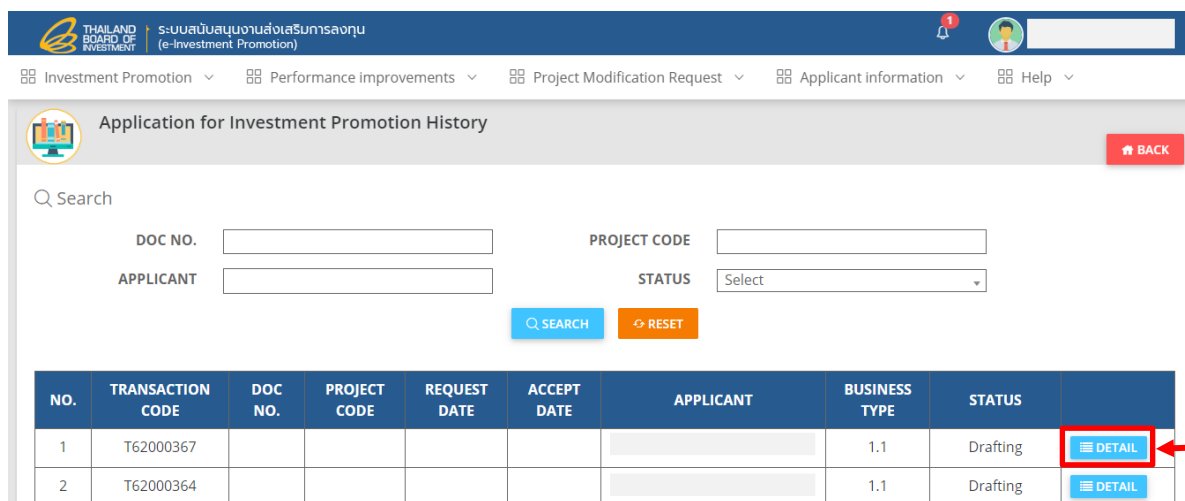
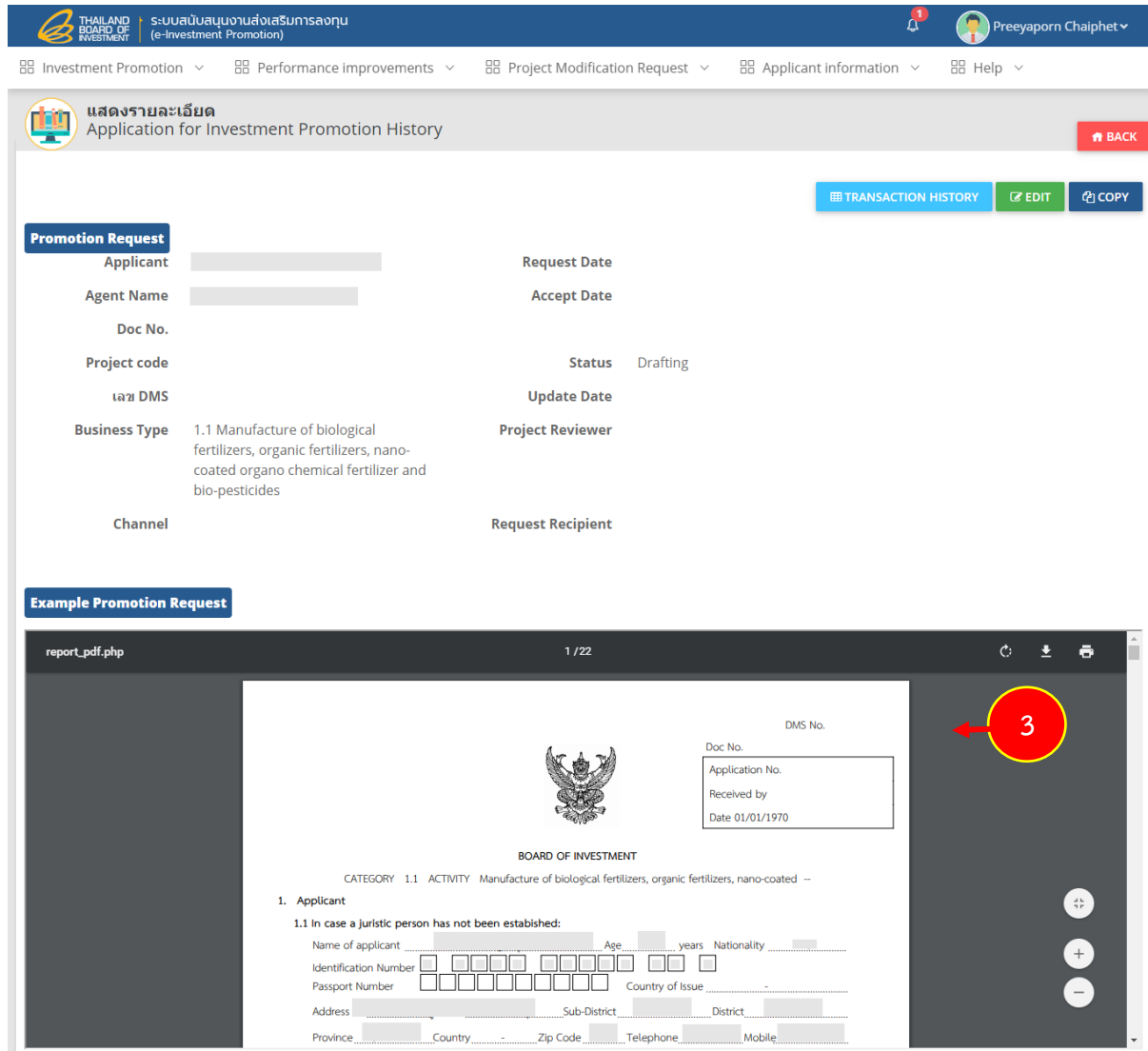


Figure 119 Application for Investment Promotion History

3. The system shows Application for Investment Promotion History details screen. Editing, Copying can do by click on **Edit** or **Copy** button. Please note that, copy is mean to duplicate data for one more copy and for more convenient.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

แสดงรายละเอียด
Application for Investment Promotion History

Promotion Request

Applicant: [Text Field] Request Date: [Text Field]

Agent Name: [Text Field] Accept Date: [Text Field]

Doc No.: [Text Field]

Project code: [Text Field] Status: Drafting

เลข DMS: [Text Field] Update Date: [Text Field]

Business Type: 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides Project Reviewer: [Text Field]

Channel: [Text Field] Request Recipient: [Text Field]

Example Promotion Request

report_pdf.php 1 / 22

DMS No. [Text Field]

Doc No. [Text Field]

Application No. [Text Field]

Received by [Text Field]

Date 01/01/1970 [Text Field]

BOARD OF INVESTMENT

CATEGORY 1.1 ACTIVITY Manufacture of biological fertilizers, organic fertilizers, nano-coated --

1. Applicant

1.1 In case a juristic person has not been established:

Name of applicant [Text Field] Age [Text Field] years Nationality [Text Field]

Identification Number [Text Field]

Passport Number [Text Field] Country of Issue [Text Field]

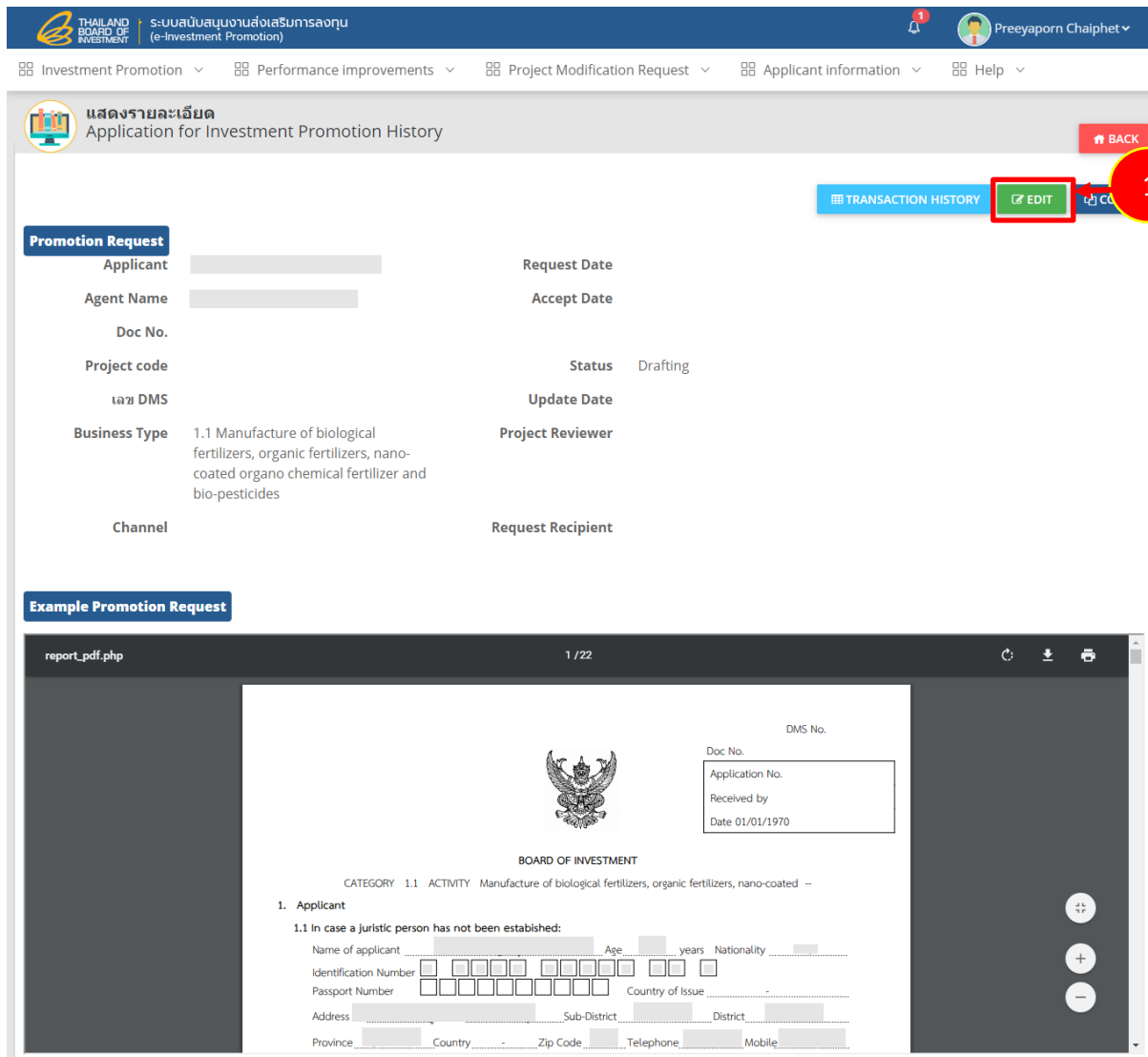
Address [Text Field] Sub-District [Text Field] District [Text Field]

Province [Text Field] Country [Text Field] Zip Code [Text Field] Telephone [Text Field] Mobile [Text Field]

Figure 120 Application for Investment Promotion History Details screen

3.5.1 Application for Investment Promotion Editing

1. Click on **Edit** button.



THAILAND BOARD OF INVESTMENT ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion) Preeyaporn Chaiphet

Investment Promotion > Performance improvements > Project Modification Request > Applicant information > Help

แสดงรายละเอียด Application for Investment Promotion History

Promotion Request

Applicant: [Redacted] Request Date: [Redacted]
 Agent Name: [Redacted] Accept Date: [Redacted]
 Doc No.: [Redacted]
 Project code: [Redacted] Status: Drafting
 เลข DMS: [Redacted] Update Date: [Redacted]
 Business Type: 1.1 Manufacture of biological fertilizers, organic fertilizers, nano-coated organo chemical fertilizer and bio-pesticides Project Reviewer: [Redacted]
 Channel: [Redacted] Request Recipient: [Redacted]

Example Promotion Request

report_pdf.php 1 / 22

DMS No. [Redacted]
 Doc No. [Redacted]
 Application No. [Redacted]
 Received by [Redacted]
 Date 01/01/1970

BOARD OF INVESTMENT

CATEGORY 1.1 ACTIVITY Manufacture of biological fertilizers, organic fertilizers, nano-coated --

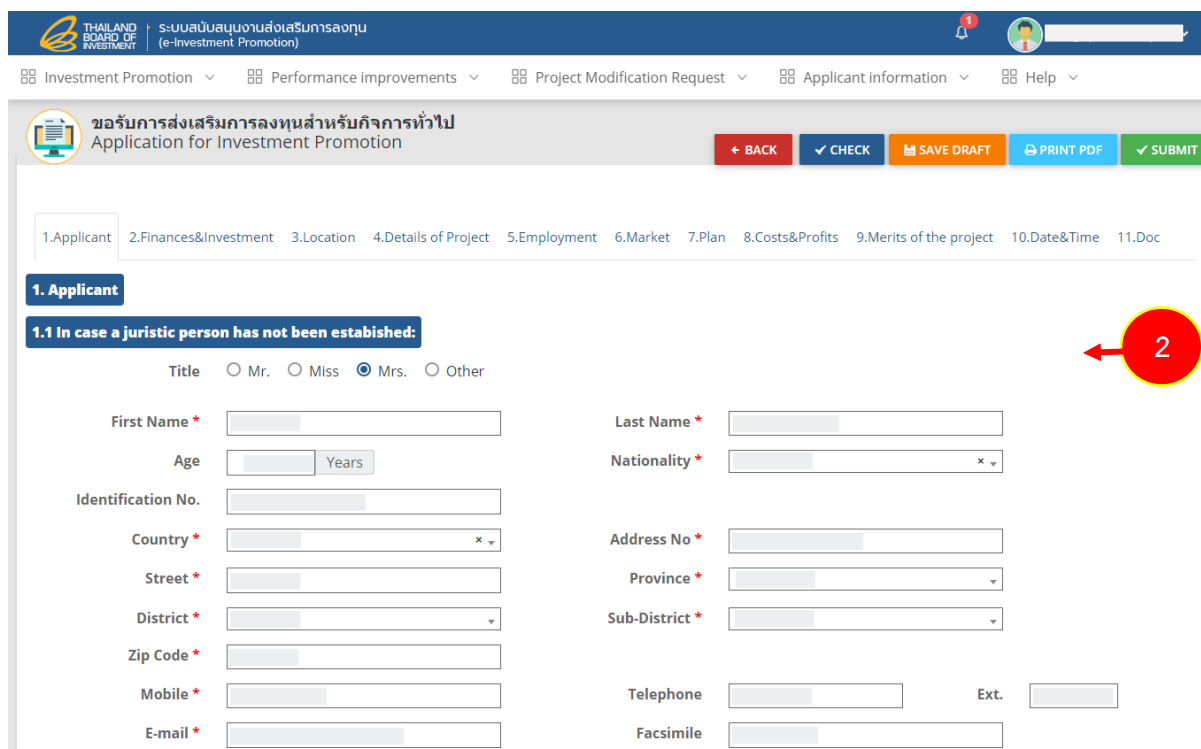
1. Applicant

1.1 In case a juristic person has not been established:

Name of applicant [Redacted] Age [Redacted] years Nationality [Redacted]
 Identification Number [Redacted]
 Passport Number [Redacted] Country of Issue [Redacted]
 Address [Redacted] Sub-District [Redacted] District [Redacted]
 Province [Redacted] Country [Redacted] Zip Code [Redacted] Telephone [Redacted] Mobile [Redacted]

Figure 121 Application for Investment Promotion History Details screen

2. Edit data as needed and click on **Save Draft** or **Submit** button.



THAILAND BOARD OF INVESTMENT | ระบบสนับสนุนงานส่งเสริมการลงทุน (e-Investment Promotion)

Investment Promotion | Performance improvements | Project Modification Request | Applicant information | Help

ขอรับการส่งเสริมการลงทุนสำหรับกิจการทั่วไป
Application for Investment Promotion

← BACK | ✓ CHECK | **SAVE DRAFT** | PRINT PDF | ✓ SUBMIT

1.Applicant | 2.Finances&Investment | 3.Location | 4.Details of Project | 5.Employment | 6.Market | 7.Plan | 8.Costs&Profits | 9.Merits of the project | 10.Date&Time | 11.Doc

1. Applicant

1.1 In case a juristic person has not been established:

Title ☐ Mr. ☐ Miss ☒ Mrs. ☐ Other

First Name *

Last Name *

Age Years

Nationality *

Identification No.

Country *

Address No *

Street *

Province *

District *

Sub-District *

Zip Code *

Mobile *

Telephone Ext.

E-mail *

Facsimile

Figure 122 Application for Investment Promotion History Details screen

3.6 Project Modification Request Record

1. Click on **Project Modification Request** menu and the click **Project Modification Request** sub-menu.

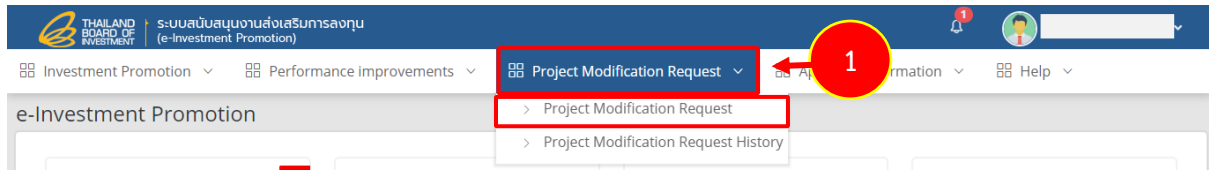


Figure 123 Project Modification Request screen

2. The system shows project modification request screen to select for 4 application forms which are Application to Move/Expand/Close a Business Location, Application to Increase Production Capacity (by increasing working hours), Application to Change Registered Capital, and Application to Change Shareholder Ratio as below.

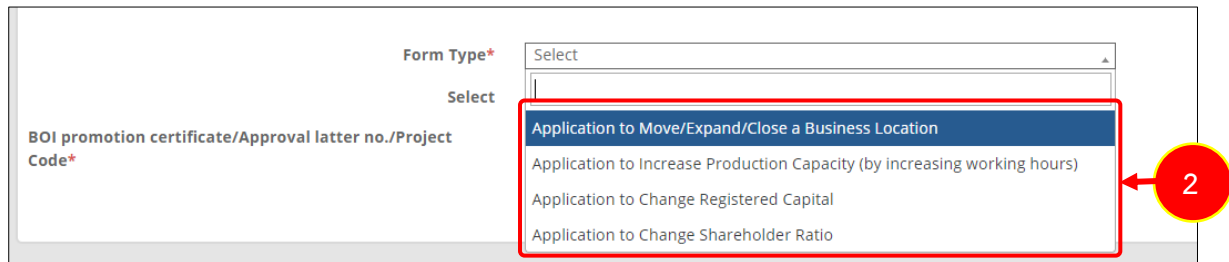


Figure 124 Project Modification Request screen

3.6.1 Application to Move/Expand/Close a Business Location

1. Click on **Project Modification Request** menu and the click **Project Modification Request** sub-menu.

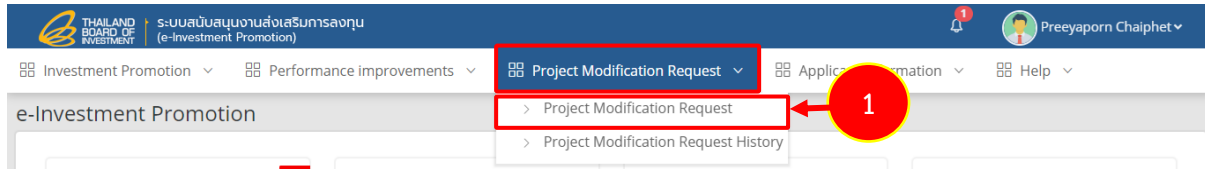


Figure 125 Project Modification Request screen

2. The system shows project modification request screen click by selecting from type and fill out BOI promotion certificate number or approval letter number or project code.
3. After completed, click on **Next** button.

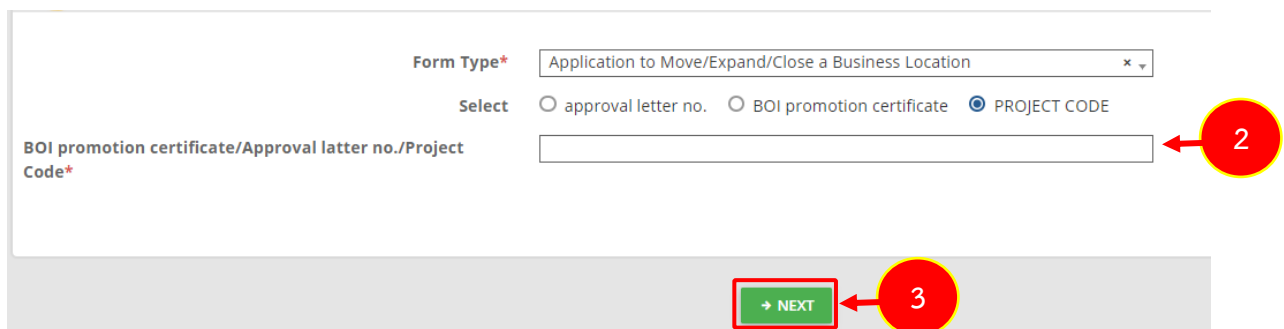
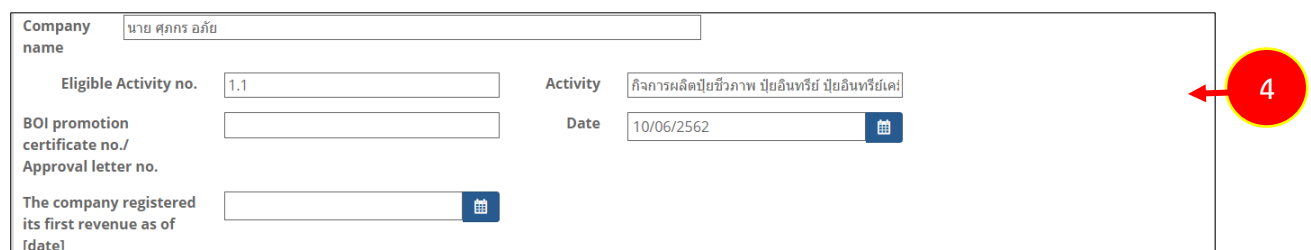



Figure 126 Project Modification Request screen

4. The system shows Application to Move/Expand/Close a Business Location and complete data as follows;
 - Fill out company name
 - Fill out eligible activity number
 - Fill out activity
 - Fill out BOI promotion certificate number or approval letter number
 - Specify date
 - Specify the company registered its first revenue as of (date)



- Editing business location: move, expand and close by click on  button
- Specify reason

2. The company has requested amending the location of its factory/business by:

Move from its current location ☒ Move from its current location

Move from its current location

From industrial zone/ industrial estate	Province	To industrial zone/ industrial estate	Province
เขตอุตสาหกรรมของ บริษัท สวนอุตสาหกรรมอินทรา จำกัด	BANGKOK	เขตอุตสาหกรรมโกลด์ฟิลด์ของ บริษัท อินทรา จำกัด	Select Province

Expand to another location ☒ Expand to another location

Expand to another location

In industrial zone/ industrial estate	Province
	Select Province

Close its current location ☒ Close its current location

Close its current location

In industrial zone/ industrial estate	Province
	Select Province

Reasons*

- Fill out contact person details
- Fill out telephone number
- Fill out fax number
- Fill out e-mail contact

3. We (the Company) will hereby sell the land that was previously granted permission to be utilized for business within a period of one-year starting from the date of this application.

4. We (the Company) hereby comply with all of the rules and regulations under the Board of Investment (BOI).

Contact person

กองบริหารการลงทุน 1

Tel. 02-553-8211 Ext.

Fax 02-553-8311

Email

5. After completed data, click on **Save** button.

Company name

Eligible Activity no.

Activity

BOI promotion certificate no./ Approval letter no.

Date 12/06/2562

The company registered its first revenue as of [date]

12/06/2562

2. The company has requested amending the location of its factory/business by:

Move from its current location

☒ Move from its current location

Expand to another location

☐ Expand to another location

Close its current location

☐ Close its current location

Reasons*

Close its current location

3. We (the Company) will hereby sell the land that was previously granted permission to be utilized for business within a period of one-year starting from the day after this following permission to change or reduce the location of company or business is approved.

4. We (the Company) hereby comply with all of the rules and regulations under the Board of Investment (BOI).

Contact person

กองบริหารการลงทุน 1

Tel. 02-553-8211

Ext.

Fax 02-553-8311

Email

SAVE

5

Figure 127 Application to Move/Expand/Close a Business Location

Thailand Board of Investment

3.6.2 Application to Increase Production Capacity (by increasing working hours)

1. Click on **Project Modification Request** menu and the click **Project Modification Request** sub-menu.

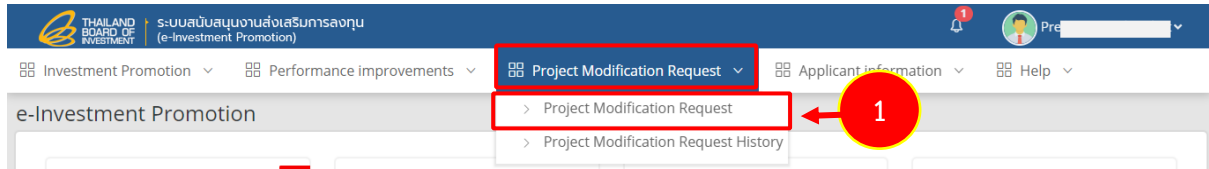


Figure 128 Project Modification Request screen

2. The system shows project modification request screen click by selecting from type and fill out BOI promotion certificate number or approval letter number or project code.
3. After completed data, click on **Next** button.

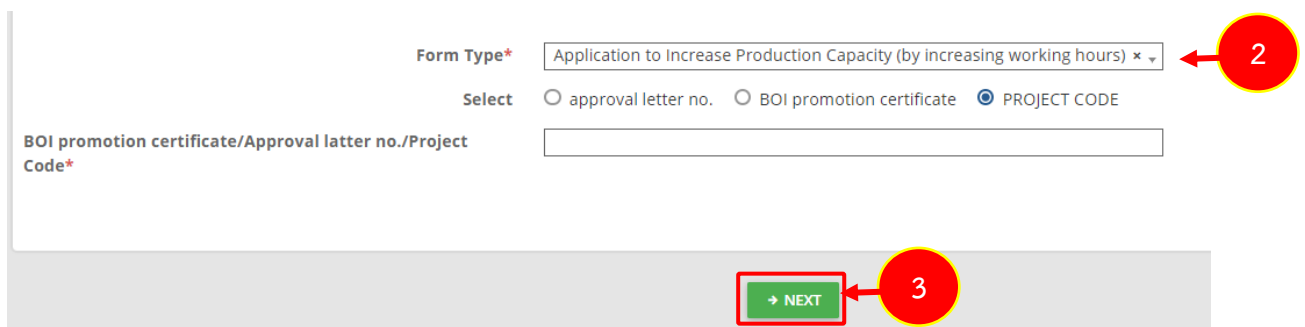


Figure 129 Project Modification Request screen

4. The system shows application to increase production capacity (by increasing working hour) to complete data and then click on **Next** button.

Company name

has been promoted as (in case of additional information, please attach documents)

Date

Activity

Eligible Activity no.

2. The Company wishes to increase its working hours. The products and production capacities before and after the changes are:

Product	Unit	Maximum capacity per year		
		Before	After	
asd	Select			
	Select			
	Select			
เวลาทำงาน		22.0 วัน/ปี	132 วัน/ปี	

Contact person

Tel. 02-553-8211

Fax 02-553-8311

Mobile

Email

SAVE DRAFT

→ NEXT

Figure 130 Application to Increase Production Capacity (by increasing working hours)

3.6.3 Application to Change Registered Capital

1. Click on **Project Modification Request** menu and the click **Project Modification Request** sub-menu.

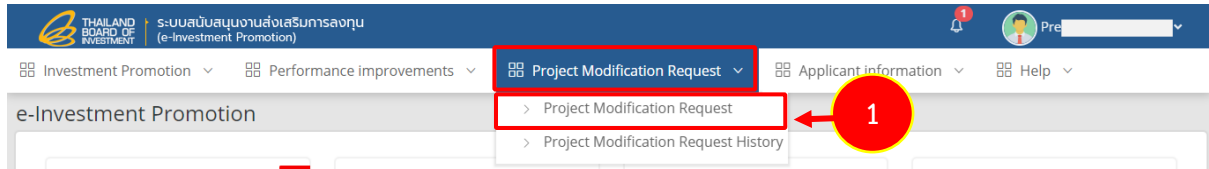


Figure 131 Project Modification Request screen

2. The system shows project modification request screen click by selecting from type and fill out BOI promotion certificate number or approval letter number or project code.
3. After complete data, click on **Next** button.

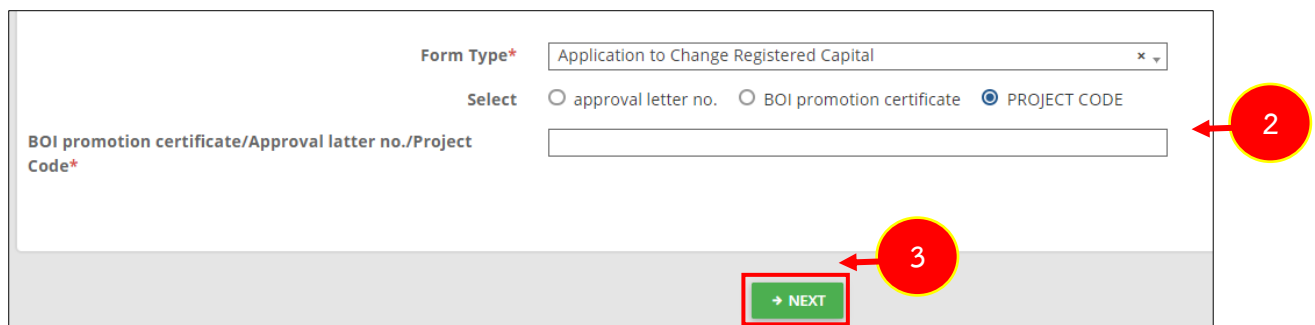


Figure 132 Project Modification Request screen

4. The system shows application to change registered capital, after complete data and then click on **Next** button.

Company name

Eligible Activity no.

Activity

BOI promotion certificate no./ Approval letter no.

Date

12/06/2562

The company registered its first revenue as of [date]

12/06/2562

2. The company has requested amending the location of its factory/business by:

Move from its current location

☒ Move from its current location

Expand to another location

☐ Expand to another location

Close its current location

☐ Close its current location

Reasons*

Close its current location

3. We (the Company) will hereby sell the land that was previously granted permission to be utilized for business within a period of one-year starting from the day after this following permission to change or reduce the location of company or business is approved.

4. We (the Company) hereby comply with all of the rules and regulations under the Board of Investment (BOI).

Contact person

กองบริหารการลงทุน 1

Tel.

02-553-8211

Ext.

Fax

02-553-8311

Email

SAVE

4

Figure 133 Application to Change Registered Capital

3.6.4 Application to Change Shareholder

1. Click on **Project Modification Request** menu and the click **Project Modification Request** sub-menu.

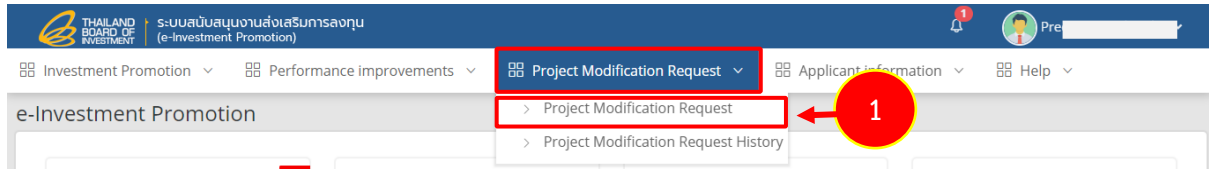


Figure 134 Project Modification Request screen

2. The system shows project modification request screen click by selecting from type and fill out BOI promotion certificate number or approval letter number or project code.
3. After complete data, click on **Next** button.

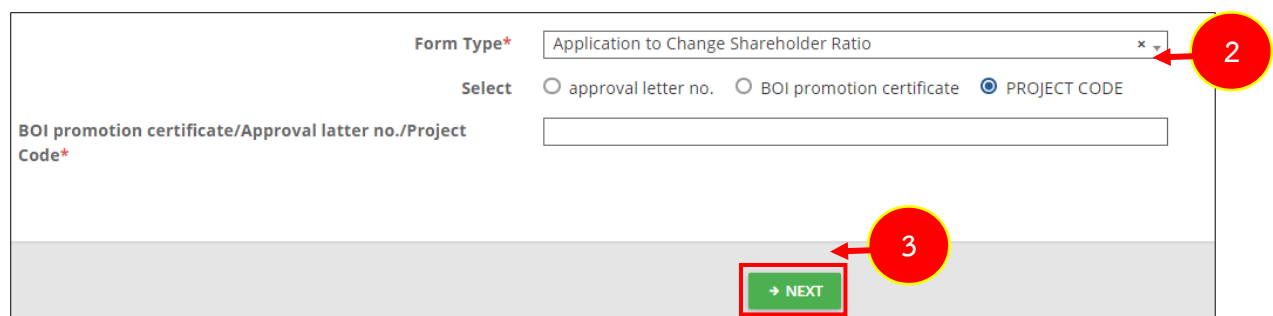


Figure 135 Project Modification Request screen

4. The system shows application to change shareholder, after complete data and then click on **Next** button.

Company name

has been promoted as (in case of additional information, please attach documents)

+

BOI promotion certificate no. / Approval letter no.	Date	Activity	Eligible Activity no.	

2. The Company wishes to change the shareholder ratio from the number of Thai shareholders of not

percent to not less than

3. The Company's shareholder structure before and after the change, will be:

+

List of major shareholders (holding more than or equal to 10 percent)	Nationality	Shares		
		Before	After	

4. The Company must attached

1) A copy of shareholders list (Bor. Or. Jor. 5) prior to any change

2) Letters of consent from all Thai shareholders / Minutes of the shareholders meeting covering the objective of changing the shareholders ratio(For a public company, minutes of the board of directors meeting can be attached instead)

Other

☐ Other

Contact person

กองบริหารการลงทุน 1

Tel. 02-553-8211

Ext.

Fax 02-553-8311

Mobile

Email

↑

SAVE DRAFT

→ NEXT

4

Figure 136 Application to Change Shareholder

3.7 Project Modification Request History Data

1. Click on **Project Modification Request** menu and the click **Project Modification Request History** sub-menu.

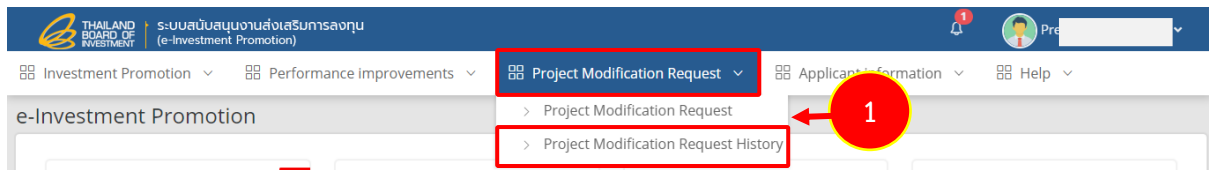


Figure 137 Application for Investment Promotion screen

2. The system shows project modification request history screen to view all details by click on **Detail** button. However, click on **Print** button, if you want to print out document.

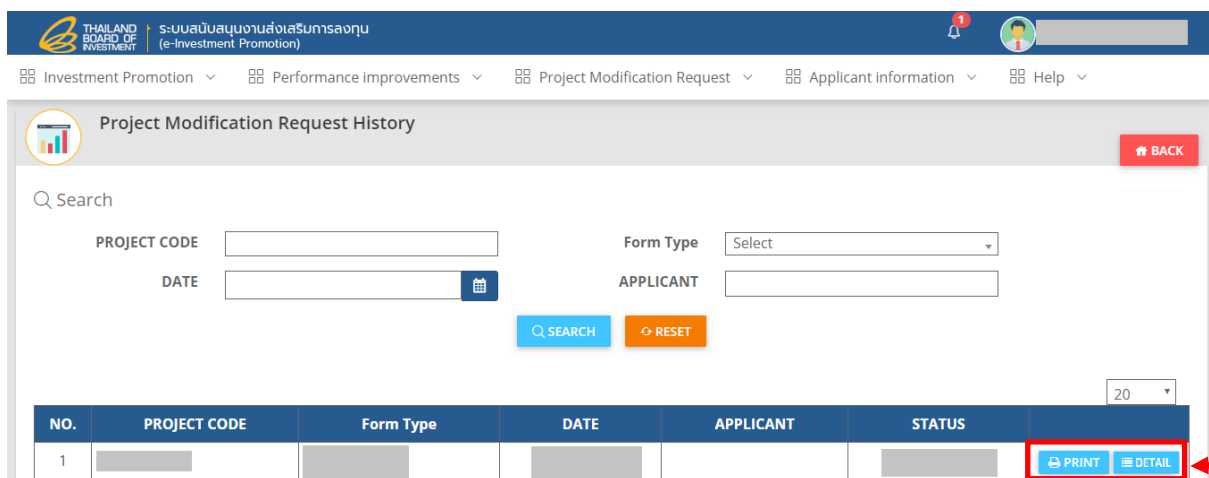


Figure 138 Project Modification Request History screen

Chapter 4 Applicant Information Data

4.1 Applicant Information

The system shows the investment promotion applicant history with the following steps;

1. Click on **Applicant Information** menu, and then click on **Applicant Information** sub-menu.

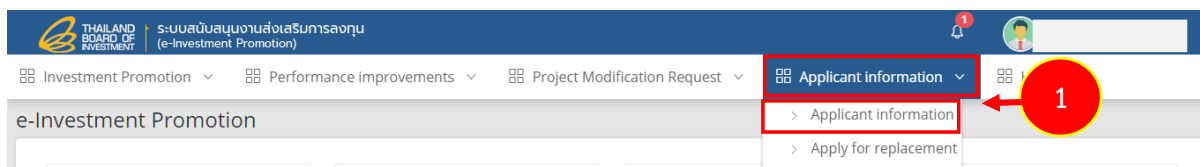


Figure 139 Applicant Information screen

2. The system shows Applicant Information screen. Adding by click on **+ADD** button.

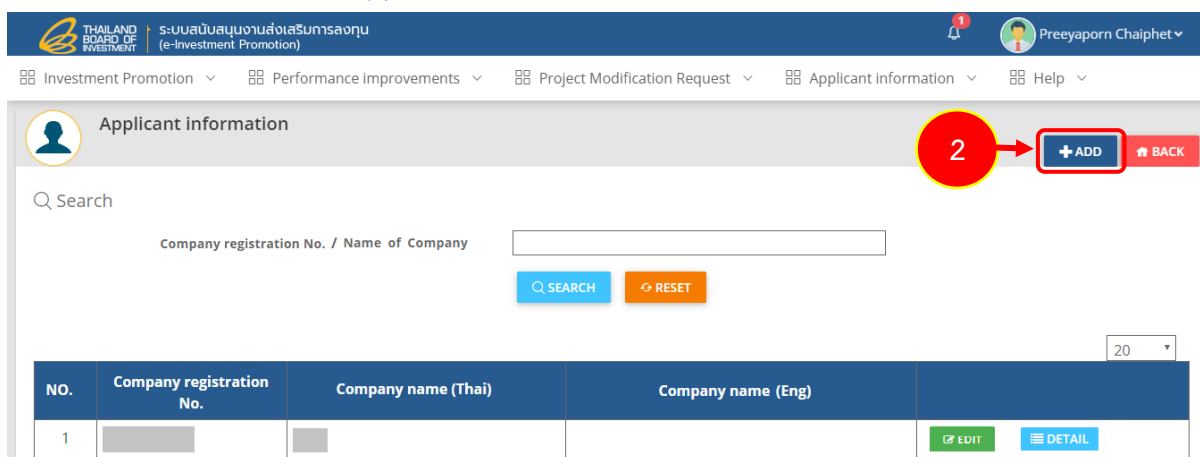


Figure 140 Applicant Information screen

3. The system shows Applicant Information screen, after complete data click on **Save** button.

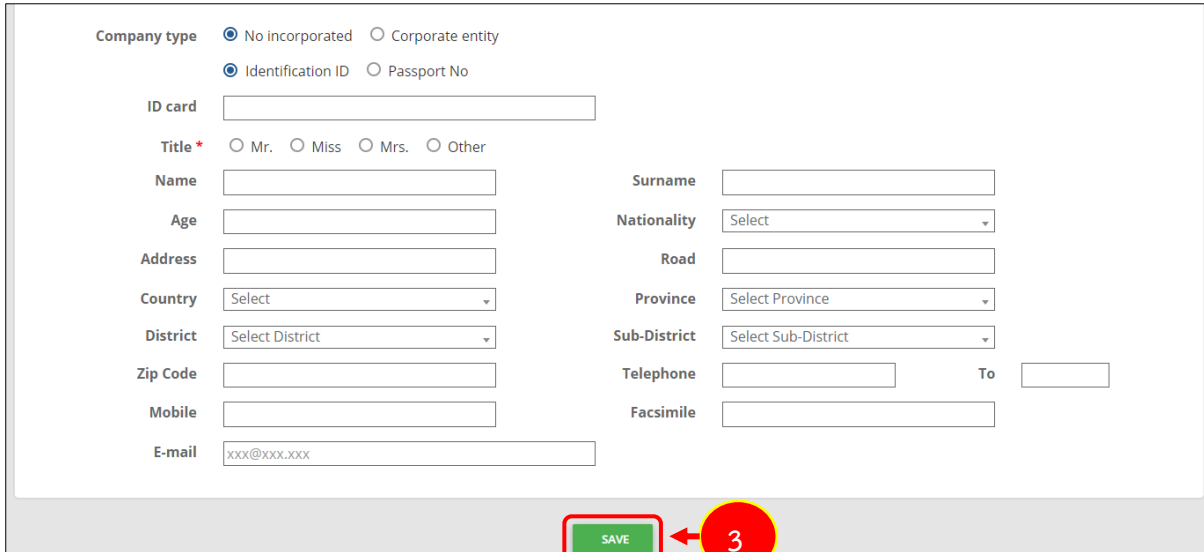


Figure 141 Applicant Information screen

4. The system shows added data in the table. Click on **EDIT** button if you want to editing or click on **DETAIL** button if you want to view data.

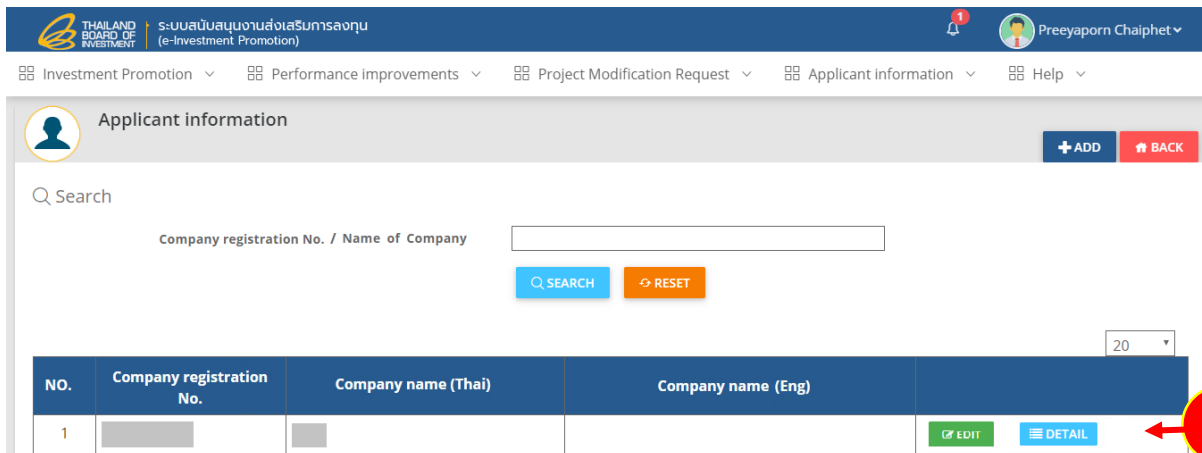


Figure 142 Applicant Information screen

4.2 Apply for Replacement Data

In case of new applicant or company needs to do it on their own or to do instead of the applicant. Those person can request DOC number from BOI's officers and fill out that number into its system as following;

1. Click on **Applicant Information** menu and then click on **Apply for Replacement** sub-menu.

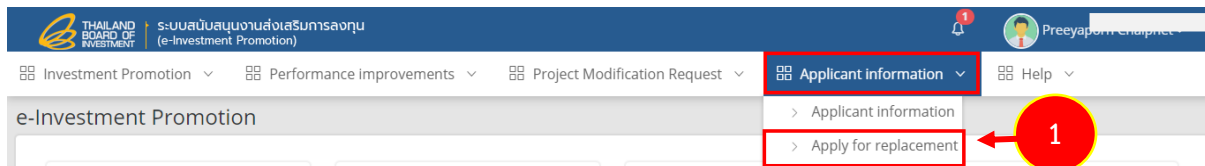


Figure 143 Apply for Replacement screen

2. The system shows apply for replacement search screen. To add new data, click on **Add** button.

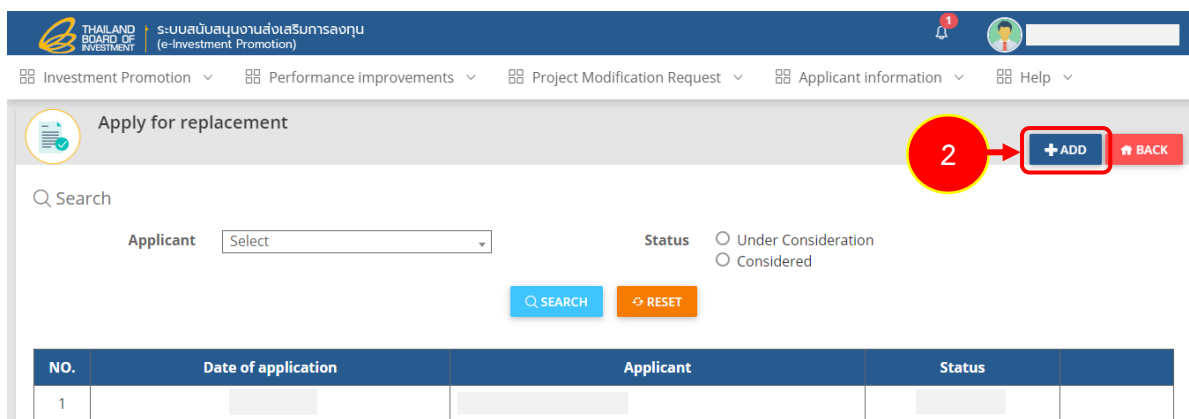


Figure 144 Apply for Replacement screen

3. The system shows apply for replacement screen. To add new apply for replacement data, click on **+ADD** button.

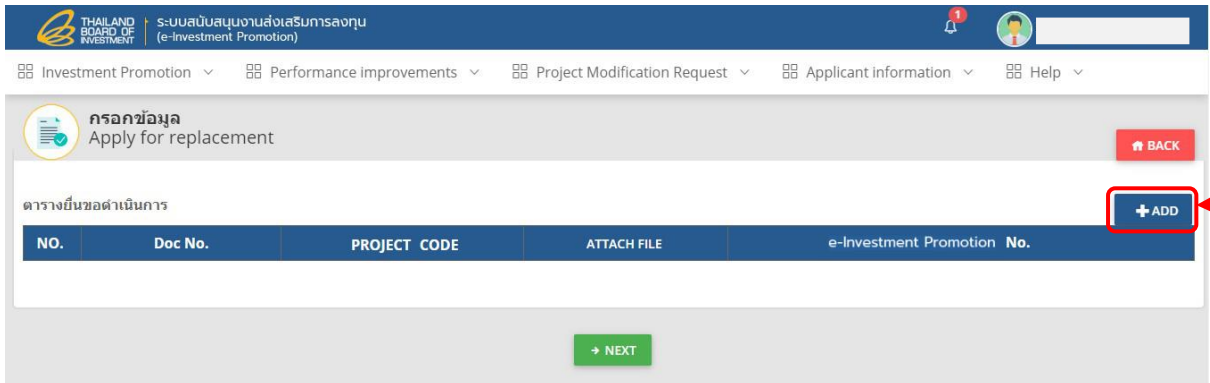


Figure 145 Apply for Replacement screen

- Choose data of apply for replacement and attach file by click **ATTACH FILE** button.
- Click on **SAVE** button

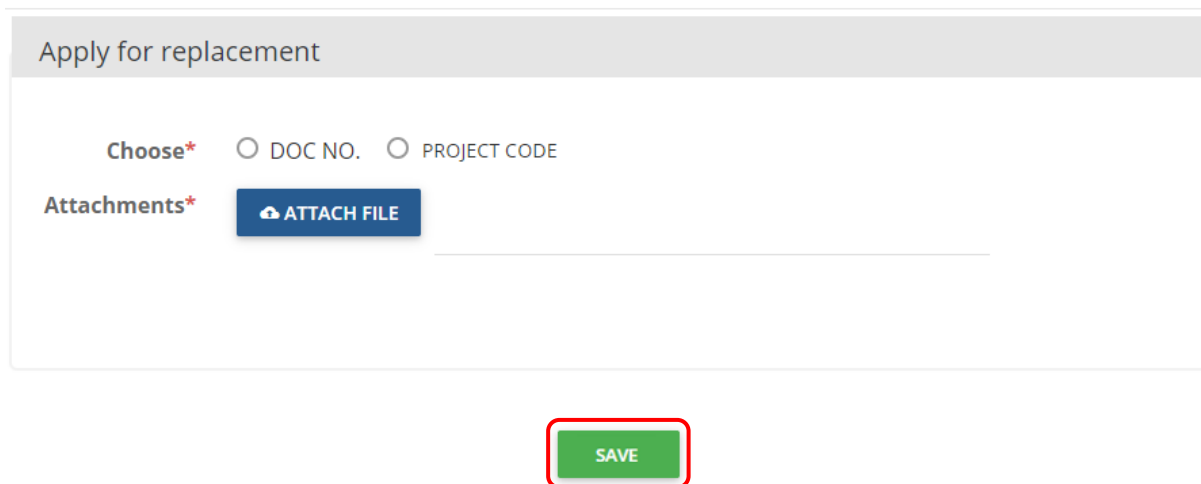


Figure 146 Apply for Replacement screen

4. After complete data in the table, click on **Next** button.

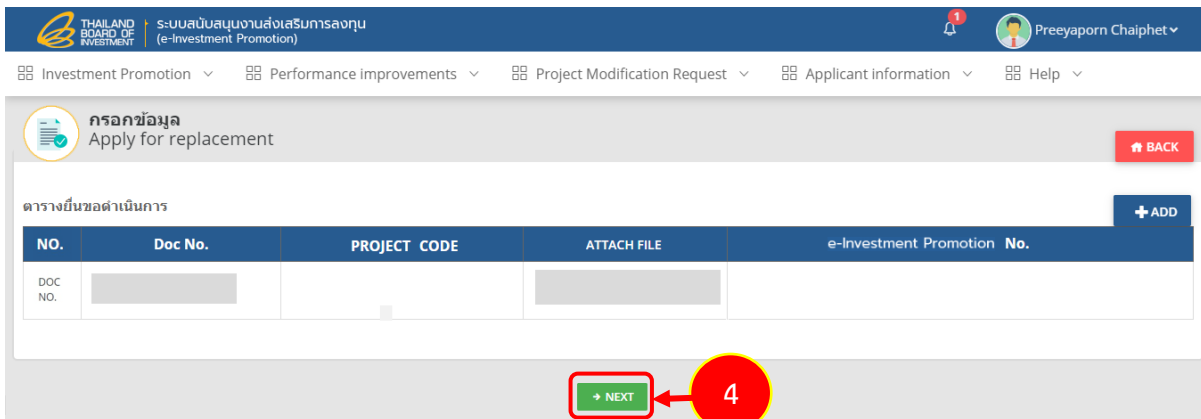


Figure 147 Apply for Replacement screen

5. The system shows the status of the recorded. If the status shows as wait for approval, these can view or delete data.

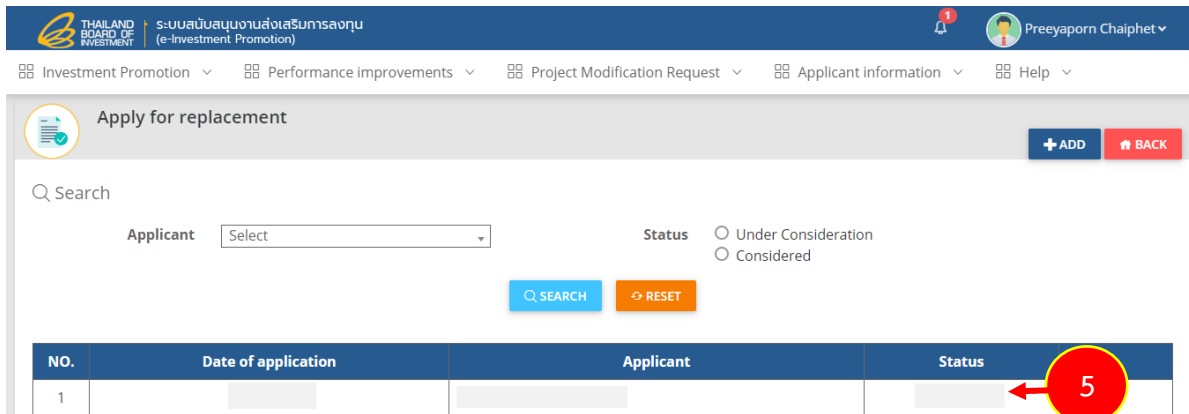


Figure 148 Apply for Replacement screen

Status Meaning :

Wait for Approval – wait for officer checking data

Approval – data is already checked and ready for other proceed