

Procedure for translation and legalisation of Thai documents to be submitted to French administrative services or the French Embassy in Thailand:

1. To legalize photocopies of documents to be translated (upon presentation of original document), contact the Directorate of Consular Affairs of the Thai Foreign Ministry at Thanon Chaeng Watthana or its agency in the MRT subway station Khlong Toei.
2. The legalization of documents depends on their usage. Please contact the authority concerned for the confirmation. In case that the legalization is required, it must be done before the submission of documents to the translation service.
3. In the following cases, a copy certification (certified true copy) is necessary.
 - Birth certificate to be submitted to an administrative authority in France, in the case of further study or long stay (application of social security card, etc.)
 - Documents to be submitted to the French Embassy in Thailand for the purpose of marriage in Thailand
 - Documents to be submitted to the City Hall in France for the purpose of marriage
 - Documents of which the translation must be legalised by the French Embassy in Thailand
4. To have documents translated into French, contact one of the translation agencies recognized by the French Embassy. The list is available at <https://th.ambafrance.org/Liste-de-traducteurs>.

If you wish to have your documents translated at Alliance française Bangkok, the translation delay varies according to documents: 2 days or more.

5. To have translations legalized, contact the French Embassy. It is obligatory to make an appointment on <https://pastel.diplomatie.gouv.fr/rdvinternet/html-4.02.00/frameset/frameset.html?lcid=3&sgid=46&suid=4>
For more than 5 documents, you will need to make 2 appointments.

As concerns relative to translations of specific documents or in link with a project to stay in France, you must get the list of documents required from the service concerned. Alliance française will not be able to provide you with this information.

To study in France Campus France Tel: 02 627 2160

To apply for a visa TLS Contact Tel: 02 838 6688

For a French wedding, contract “Service d’état civil” (registrations of births, weddings and deaths) of the French Embassy <https://th.ambafrance.org/Etat-civil-naissances-mariages-divorces-deces-PACS-legalisations-de-documents> or 02 657 5100

For a Thai wedding, contract Registration Service of the Thai town hall or Amphoe or the Embassy of Thailand abroad