

# Step by Step Guide



## Getting Ready for the BWF AGM 2022

### Stage 1 – Getting Ready

#### Delegates / Attendance – in Bangkok / or Virtually from home

- **Step 1** – decide who your delegate(s) will be for the AGM.
- **Step 2** – decide if your delegate(s) will travel to Bangkok **OR** attend virtually.
- **Step 3** – complete the [nomination form](#) and send to Patricia [p.wong@bwf.sport](mailto:p.wong@bwf.sport)

### Stage 2 – Getting Ready

#### For Delegates Travelling to Bangkok

- **Step 4** - If your delegate(s) intends to travel to Thailand to attend the AGM in person – you / the delegate must check these things first:
  - **Make sure you are “fully vaccinated”** (*Moderna, Sputnik V, AstraZeneca, Pfizer-BioNTech, CoronaVac (Sinovac), COVILO (Sinopharm), Janssen (Johnson & Johnson), Sputnik Lite, Medigen are all accepted by the Government of Thailand*).
  - **Check passport** – make sure there is at least 6 months before expiry date.
  - **Check on flights / costs / routing**. You must arrive at one of these airports - *Suvarnabhumi Airport (BKK) and Donmuang Airport (DMK) on Wednesday 4 May.*
  - **Travel Grant** - Check to see if your association is eligible to receive a travel support grant for one delegate ([linked here](#)). Members purchase the tickets first. The travel grant is paid after the AGM 2022.
  - **Visa** – check if you need to apply for a visa ([check here](#)). If you are unsure, check with your nearest Thailand Embassy.
  - **Book Flight** – to Bangkok – arrive Wednesday 4 May / Depart Sunday 8 May (unless you are staying to watch some of the *TotalEnergies Thomas & Uber Cup Finals 2022*).
  - **Arrival RT-PCR test** - When you arrive in Bangkok – you will go through a special lane, you will be tested (RT-PCR test) on way to your approved hotel for the first day in your room – meals will be served in your room. Allow for that day in the flight arrival plan.
  - **Quarantine – returning home** - Check to see if you need to go into quarantine when they return home – NOTE - **BWF will not cover any quarantine costs.**

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## Getting Ready for the BWF AGM 2022

### Stage 3 – Getting Ready

If you are travelling to Thailand for the AGM, you must complete these steps in this order:

#### 1. Check if you Need a Visa

- Do you need a visa to travel to Thailand? - ([check here](#))
  - If so – complete the form online to request a "visa support letter from Badminton Thailand ([click here](#))
- **Complete by 1 April 2022**



#### 2. Book Flights to Bangkok

- Is your Association eligible to receive a travel support grant ([linked here](#)).
  - Arrive Wed. 4 May / Leave Sun. 8 May
  - Any COVID test to return home needed?
- **Complete by 1 April 2022**



#### 4. Thailand Pass – *Test and Go*

- Everyone going to Thailand **MUST** [apply for a Thailand Pass](#).
  - ***Test and Go*** is the option for delegates (see over next page).
  - Each delegate must pay the hotel cost first to get a receipt, before applying.
  - Get documents ready before you start the application online ([Click here](#)).
- **Complete by 30 April 2022**



#### 3. Book Hotel

- The Official Hotel is a "***Test and Go***" approved hotel. The first night is a different rate – ***Test and Go Package***.
  - ***Test and Go Package*** includes 1) airport transport 2) a COVID-19 test (RT-PCR), all meals for the first day AAA.
  - Complete the **Accommodation / Arrival / Accreditation Form** (attached)
- **Complete by 8 April 2022**



#### 5. Arrival in Thailand

- **Day 1** – arrival - Have your Thailand Pass and all documents ready.
- You will be guided through a special lane and onto dedicated transport.
- You will be tests for COVID (RT-PCR)



#### 6. One Day - Quarantine in Room

- When you get to the hotel you will be taken to your room.
- **Day 2** - You must stay in your room until the results of your COVID test is negative.
- Your meals will be served in your room.

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### Thailand Pass – Test and Go Explained

Thailand Pass – Frequently Asked Questions ([linked here](#)).

As of 27 February 2022

### Entry Scheme into Thailand through TEST AND GO

(Revised measures effective from 1 March 2022)

#### ELIGIBILITY

Fully vaccinated\* travelers from all countries / territories

\*Only vaccines registered by the Food and Drug Administration of Thailand or approved by the Ministry of Public Health or the WHO and received at least 14 days prior to departure

#### REQUIRED DOCUMENTS

- 1 Passport
- 2 Certificate of Vaccination
  - Aged 12-17 may be vaccinated with only 1 dose of vaccination
  - Unvaccinated children aged under 18 must register and travel with their parent or legal guardian
- 3 Paid SHA Extra+ / AQ Hotel booking confirmation for 1 day including the fee for 1 RT-PCR test, 1 ATK self-test kit and airport transfer
- 4 Insurance with minimum coverage of 20,000 USD for medical expenses (not required for Thai nationals and foreign nationals who have Thai social security / confirmation letters from employer in Thailand)

#### STEPS

- 1 Register on Thailand Pass (processing time is 3 to 7 days)
- 2 Prior to departure, obtain RT-PCR test result issued within 72 hours before departure (If tested positive, a medical certificate indicating that your first date of infection is at least 14 days but no more than 90 days before your date of departure is required)
- 3 Upon arrival in Thailand, pass through designated checkpoints before proceeding to your hotel via a sealed-route (airport transfer arranged by hotel)
- 4 Undergo a RT-PCR test and wait for test result at your hotel
- 5 Take ATK self-test on Day 5-6 and report the test result as instructed by the Ministry of Public Health

For further inquiries, please contact the Department of Consular Affairs (DCA) Tel. (66) 02-572-8442 (24 hours) or Email: [testgo@consular.go.th](mailto:testgo@consular.go.th). Please refer to the FAQs at [www.consular.mfa.go.th](http://www.consular.mfa.go.th) and [tp.consular.go.th](http://tp.consular.go.th) for additional information.

Department of Consular Affairs  
Ministry of Foreign Affairs DC

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### Thailand Pass – Test and Go Explained – continue .....

#### Steps to apply for Thailand Pass (under the 'Test and Go' Scheme)

Application for Thailand Pass is free. You must make payment for the 1<sup>st</sup> night for a 'Test and Go' Package and this includes the 1<sup>st</sup> night stay in the hotel, 1 RT-PCR test and 1 ATK test for Day 5 testing (if you stay that long) and transport from Airport to SHA Extra+ hotel.

**Step 1 :** Complete **Form AAA** - Accommodation / Arrival / Accreditation and send to Badminton Thailand (BAT) [agm2022bkk@gmail.com](mailto:agm2022bkk@gmail.com) NO LATER than **8 April 2022** (sooner is better!).

- BAT will send the confirmation of booking back in a few days.
- The Association / delegate must transfer the full payment to the BAT Bank Account
- BAT will confirm payment received.
- The hotel will send a receipt for the **Test and Go Package** – First Night Package.
  
- The official hotel is the [Centara Grand and Bangkok Convention Centre](#)
- This is a SHA Extra + approved hotel.
- All bookings for the AGM must be done through Badminton Thailand.

**Step 2 :** Prepare soft copy files in **jpeg format** of the following – ready to apply:

- o Your passport (main page).
- o Vaccinated certificate in jpeg format.
- o QR code of the vaccination doses.
- o Certificate of insurance with at least USD20,000 coverage for at least the duration of the trip – try this <https://tqm-app.com/static/thailandpass/index.html>

**Step 3:** Prepare pdf versions of all above documents to be uploaded onto the portal under The location "other documents".

**Step 4 :** Once you have all the documents in the correct format ready, Click on the Thailand Pass link <https://tp.consular.go.th/> and process to make application following the steps in the portal.

**Information Video** - how to fill in the Thailand Pass registration portal, check link below:

[Test and Go Rules Revised; Step-by-Step Guide for Thailand Pass Application; New COVID Insurance Requirement](#)

**Contact – Badminton Thailand** - [agm2022bkk@gmail.com](mailto:agm2022bkk@gmail.com)