

文件證明申請表

Authentication Service Request Form

請填寫以下資料 (Please complete the form):

1) 中文姓名 (Name in Chinese)	2) 外文姓名 (Name in English)	3) 護照或台灣身分證號碼 (Passport or ID No.)
4) 手機號碼 (Mobile No.)	5) 電郵信箱 (Email address)	
6) 郵寄地址 (Mailing address)		

- 7) 勾選取件方式/時間 (Collecting by):
- ☐ 臨櫃取件 (pick-up)
 - ☐ 郵寄 (mail/courier)
 - ☐ 一般件: 收件後10個工作天可取件 (regular, 10 working days)
 - ☐ 速件: 加收提辦費收件後5個工作天可取件 (expedited, 5 working days)

8) 列出申請文件證明種類(內容)及份數 (Specify nature and amount of document for authentication):

附註說明 (Reminder):

- a. 文件證明規費請以現金、郵局匯票或銀行支票支付，恕不接受個人支票或信用卡刷卡。
- b. 辦理結婚證明或離婚判決，請註明結(離)婚生效日期: yyyy, mm, dd:
- c. 倘如申辦法院判決離婚證明中譯文之驗證，中譯文請務必符合戶籍離婚登記之規定，如因不符合規定而無法完成戶籍離婚登記者，後果由當事人自理。(詳細內容請掃描右方 QR-Code 網頁說明)
- d. 請詳實填寫各欄資料並繳驗身分證明文件，內容如有填寫不實或提供虛偽身分證件，申請人(及代理人)將可能觸犯中華民國刑法之偽造文書罪。



【In English:】

- a. Please pay the fee in cash, money order or cashier check; We don't accept personal check or credit card for payment.
- b. To authenticate Marriage Certificate or Divorce judgment, please provide the effective date:
- c. For the authentication of Chinese translation of a Divorce Judgment, the applicant is responsible to provide an explicit translation acceptable by Household Registration Offices.
- d. The information provided and ID presented should be true and accurate. Any false/misleading statement or falsified ID presented will constitute an act of forgery under the Criminal Code of the ROC (Taiwan).

9) 申請人簽名/日期 (Requestor's Signature / Date):

若非本人親自申辦，代理申請人請繼續填寫下列資料並提交身分證明及經公證之授權信；如有親屬關係，請提供親屬關係證明。(In English: Keep filling in if this request is submitted through an agent with ID and a notarized POA; Provide evidence of kinship if applicable.)

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| 1. 代理人中文姓名 (Agent's Chinese Name): | 2. 外文姓名 (Name in English): |
| 3. 與申請人關係 (Relation to the Applicant): | 4. 電話 (Tel. No.): |
| 5. 電郵信箱 (Email): | 6. 代理人簽名 (Agent's Signature): |



請掃描 QR-code 詳閱
各類文件驗證申辦說明

Instructions for requesting
authentication service

