

## Important Information- Please read this section carefully before making the transaction

### 1. Refund is NOT available.

- Visa Applications/ Documents issued from northern Britain (including Durham, Cumbria, and Scotland) and the Isle of Man must be sent to [Taipei Representative Office in the UK, Edinburgh Office](#). *For Example:* Degree certificate issued by Durham University (or further north), applicant must send application to Edinburgh Office.
  - Please make sure you know the exact amount you need to pay. Please see website for detailed fee charge.
2. Additional administration fee charged by the bank should be paid in advance by applicant. Please make sure our office will receive the full amount you need to pay.
  3. Payment must be in Pound Sterling (£) only.
  4. Please use “Applicant’s name-application type” for transfer reference. For example: Mark Kings-Visa, or Mark Kings-authentication.
  5. Please email [consular.gbr@mofa.gov.tw](mailto:consular.gbr@mofa.gov.tw) after completing the transaction.
    - Email subject should be, for example: Bank transfer from Mark Kings-Visa or Bank transfer from Mark Kings-authentication or Mark Kings-visa/authentication.
    - In your email, please provide below information

Bank account holder’s name	ex: David Parker
Applicant’s name	ex: Mark Kings
Application Type	ex: Single entry visitor visa/one document authentication/postage
Total amount paid (£ only)	ex: £58 (Please see website for detailed fee charge. Refund is not available.)

Bank transfer is for Taipei Representative Office in the UK, London Office only, **NOT** for Taipei Representative Office in the UK, [Edinburgh Office](#). **Once pay in, refund is not available.**

Jurisdiction area for Edinburgh Office: northern Britain (including Durham, Cumbria, and Scotland) and the Isle of Man.

Account Name: **Taipei Representative Office in the UK**

\*\* Do **NOT** alter the account name or transaction will fail.

If there is limited space, you can stop typing when it reaches the end, such as “Taipei Represen ”.

Bank Name: First Commercial Bank

Beneficiary Address: 50 Grosvenor Gardens, Belgravia, London, SW1W 0EB, United Kingdom

Account Type: Business Account

Sort Code: 30-13-09

Account number: 31208558

Swift Code: FCBKGB2L

IBAN: GB24FCBK30130900208558