委　任　書（Letter of Appointment）

本人因故未能親往送件，特委任＿＿＿＿＿＿＿＿持本人□身分證□護照□居留證□法人設立證明文件正本，代向貴局（處）申請文件證明（文件名稱詳如申請表）。

I am not able to personally visit BOCA to submit my application. Therefore, I have appointed ＿＿＿＿＿＿＿＿ to bring my original□Identification Card □Passport □Alien Resident Card □Registration Certificate of Legal Entity to apply for document authentication (document names as listed in the application form).

1. 代理人名稱：
(Name of Agent) ＿＿＿＿＿＿＿＿

2. 代理人身分證/護照/居留證字號/統編：
(ID/Passport/ARC/Unified Business No. of Agent) ＿＿＿＿＿＿＿＿

3. 代理人電話：
(Tel. No. of Agent) ＿＿＿＿＿＿＿＿

4. 與申請人關係：
(Relation to Applicant) ＿＿＿＿＿＿＿＿

5. 代理人地址：
(Address of Agent) ＿＿＿＿＿＿＿＿

6. 代理人簽名或蓋章：
(Signature of Agent) ＿＿＿＿＿＿＿＿

申請人簽名或蓋章 ＿＿＿＿＿＿＿＿
(Signature of Applicant)

申請日期：＿＿＿＿ 年 ＿＿＿＿ 月＿＿＿＿ 日
(Date of Application) (Year) (Month) (Day)

代理人身分証件正反面影本（或護照資料頁影本）浮貼處

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