

01-01-2010

## REQUIREMENTS FOR TRAVEL PERMIT BUSINESS TRIP

### QUALIFICATIONS: APPLICABLE TO PROC NATIONALS GOING TO TAIWAN FOR BUSINESS PURPOSE

1. **Original Passport** with 3 photocopies of first page only
2. **Application Form**, Original and 2 photocopies
3. **3 pc. Colored passport size pictures** taken within last 3 months (white background)(3.5cm x 4.5cm: size of the face should be 3.2cm-3.6cm)
4. **Chinese Autobiography** Original and 1 photocopy.
5. **Proof of Residency** in the Philippines : Original and 2 photocopy each
  - 5.1 **NATIVE BORN**: ACR I-CARD, ICR, Birth Certificate NSO Copy
  - 5.2 **AMNESTY(RA7919/EO324)**: ACR I-CARD, ICR
  - 5.3 **13A/TRV**: ACR I-Card, ICR, Marriage Contract NSO Copy
  - 5.4 **SRRV**: SRRV ID valid at least 6 months, SRRV visa
  - 5.5 **SIRV**: SIRV ID valid at least 6 months, SIRV visa, ACR I-Card, ICR
  - 5.6 **9G (WORKING VISA)**: Working Visa, Employment Certificate, DOLE ID, ACR I-Card
6. **Certificate of Employment**. Original and 1 photocopy
7. **SEC Registration** of Philippine Company. 2 photocopies.
8. **Company Registration** of Taiwan Company. 2 photocopies.
9. Original **Guarantee Letter** authenticated by Taiwan National Immigration Agency, 1 photocopy.
10. Original **Invitation Letter** duly signed by the Taiwan Company with 1 photocopy.
11. Original **Activity Proposal & Itinerary** duly signed by the Taiwan Company, 1 photocopy
12. Original **Name list** of group members duly signed by the Taiwan Company with 1 photocopy.
13. Please call and check **INTERVIEW SCHEDULE** two days after filing your application.

※All supporting documents should be photocopied in **A4 size bond paper**.

**Upon filing, please secure BLUE number from the guard at 41<sup>st</sup> floor and wait for your number to be called.**

Filing Time: 8:45 am to 11:45 am (COUNTER 10)

Releasing Time: 1:45 pm to 4:45 pm

Filing Fee: P900

Processing Time: 2 months

### DOWNLOAD

Application Form: <http://www.immigration.gov.tw/immigration/FileSystem/Application/App13.pdf>

Guarantee Letter: <http://www.immigration.gov.tw/immigration/FileSystem/Application/App25.pdf>

Activity Proposal & Itinerary: <http://www.immigration.gov.tw/immigration/FileSystem/Application/App89.pdf>

Name List: <http://www.immigration.gov.tw/immigration/FileSystem/Application/App34.pdf>

