

政府 商業分支機構登記申請書

government Business Branch Registration Application Form

申請日期：□□□年□□月□□日

收件類別：本人 委託（應填具代理人資料）

Application date: □□□(y)□□(m)□□(d)

Acceptance type: From applicant Commissioned
(agent information must be filled out)

聯絡電話 Contact tel.	市話： Local Tel:	傳真電話： Fax:	代理人： Agent: 聯絡電話： Contact tel.:
	手機： Mobile:	電子信箱： E-mail:	
領件方式： Pick-up method:	<input type="checkbox"/> 自領 <input type="checkbox"/> Accept in person <input type="checkbox"/> 郵寄 <input type="checkbox"/> Postal delivery <input type="checkbox"/> 電子送達 <input type="checkbox"/> Electronic service	<input type="checkbox"/> 商業所在地 <input type="checkbox"/> Place of business <input type="checkbox"/> 代理人地址 <input type="checkbox"/> Agent's address	郵寄地址 Mailing address
分支機構聯絡電話： Telephone of business branch :	分支機構傳真電話： Fax of business branch:		

申請事項 Application Items	分支設立 / 變更 Branch establishment/change					經理人 Manager			
	設立 Establishment	名稱 變更 Branch Name change	所在地 變更 Branch address change	所在地門 牌整改編 Branch address doorplate correction	外縣市遷入 Moved in from another city or county	變更 Change	改名 Name change	住居所 變更 Address change	住居所門 牌整改編 Residential doorplate correction
	其他事項 Other items					其他事項 之理由 Reasons for other items			
	廢止 Termination registration	統一編 號變更 Uniform invoice number change	更正 Correc-tion	其他 Other					

本機構 Parent organization	名稱 Name					統一編號 Uniform invoice number												
	所在地 Address	郵遞區號 Postal code	縣市 County/municipality	鄉鎮市區 City/town/township/district	村里 Village/borough	路街巷弄號樓室 Street address, floor, room number												
	負責人 Responsible person	姓名 Name				身分證文件字號 Personal identification number												
	住(居)所 Address	郵遞區號 Postal code	縣市 County/municipality	鄉鎮市區 City/town/township/district	村里 Village/borough	路街巷弄號樓室 Street address, floor, room number												

分支機構 Branch organization	名稱 Name					統一編號 Uniform invoice number														
	所在地 Address	郵遞區號 Postal code	縣市 County/ municipality	鄉鎮市區 City/town/ township/ district	村里 Village/ borough	路街巷弄號樓室 Street address, floor, room number														
		姓名 Name				身分證明文件字號 Personal identification number														
經理人 Managers	住(居)所 Address	()																		
廢止日期 Termination date	自 <input type="text"/> 年 <input type="text"/> 月 <input type="text"/> 日起 廢止 Terminated from <input type="text/"/> (y) <input type="text/"/> (m) <input type="text/"/> (d)																			

商業印章 Business seal impression	負責人印章 Seal impression of statutory responsible person
※ 公務記載蓋章欄 Official business record seal field	※ 流水號 Serial number

※核准日期：年月日

※收文號：

※Approval date: (y) (m) (d)

※Acceptance no.:

註一：為配合電腦作業，請打字或電腦列印填寫清楚，數字部分請採用阿拉伯數字，並請勿折疊、挖補、浮貼或塗改。
註二：住(居)所欄位，本國人民之住所依戶籍登記地址為準；本國人民無住所、外國人、華僑及大陸地區人民則以居所登記。

註三：※各欄如核准日期、收文號、公務記載蓋章欄、流水號等，申請人請勿填寫。

註四：為便利商業或其代理人知悉電子公文已傳送至下載平台，申請「電子送達」請必填寫聯絡電話手機及電子信箱(至多填列 3 組)；如未於電子公文傳送至下載平台後 5 個工作日內下載者，則改以紙本公文郵寄送達。

Note 1: In order to ensure clarity and facilitate computer processing, please type or print out using a computer; please use Arabic numerals for all numbers, and please do not fold, cut and mend, use tape, erase, or modify.

Note 2: With regard to address fields, the household registration address should be used in the case of ROC citizens, and the residential address should be used in the case of ROC citizens without registered domiciles, foreigners, overseas Chinese, and residents of the China area.

Note 3: ※Please do not write in fields including the approval date, acceptance number, official business record seal, and serial number fields.

Note 4: To inform the business or its agent that electronic official documents have been transmitted to the downloading platform. If you choose the "electronic service" for pick-up, please fill in with the contact telephone number(required for mobile phone) and E-mail, at most 3 phone numbers and E-mails. If the business or its agent fails to download such electronic documents within five working days after the electronic documents have been transmitted to the electronic official document downloading platform, the official documents will be delivered by mail.