

**有限公司設立(變更)登記申請書**  
**Application for Establishment (Change) Registration of Limited Company**

<b>申請事項 Purpose of Application</b>					
<b>申請事項說明 Description of Application Purpose</b>					
<b>預查編號 Reservation No.</b>					
<b>補正文號 Corrected Ref. No.</b>					
<b>繳納規費 Fee to be paid</b>					
<b>申請人 Applicant</b>	<b>公司統一編號 Unified Business No.</b>			(簽名或印章) (Signature or Seal)  <div style="border: 1px dashed black; width: 100px; height: 100px; display: inline-block;"></div> <div style="border: 1px dashed black; width: 50px; height: 50px; display: inline-block; margin-left: 20px;"></div>	
	<b>公司名稱 Company Name</b>	有限公司 Limited Company			
	<b>代表人 Representative</b>	姓名 Name			
	<b>公司所在地 Company Location (含鄉鎮市區村里) (Including detailed address)</b>	( )			
<b>代理人 Agent (未委託代理人申請者, 免填) (Exempted if no agent)</b>	<b>姓名 Name</b>	代理人限會計師或律師 Agent Limited to Accountant or Attorney		(簽名或印章) (Signature or Seal)  <div style="border: 1px dashed black; width: 50px; height: 50px; display: inline-block;"></div>	
	<b>地址 Address</b>				
<b>領取方式(填數字) Receiving Manner (please indicate the number)</b>		1. 電子送達。2. 自取(逾期一星期轉郵寄)。3. 郵寄。 1. Electronic service 2. Pick-up in person(will be posted if not picked up within one week).3. Mail.			
<b>申請日期 Application Date</b>		年 月 日 YYYY MM DD			
<b>以下資料欄位為「自由填列事項」</b> <b>The following space is Optional Information</b>					
<input type="checkbox"/> 同意公司章程於公開網站查閱 Agree to the Articles of Incorporation on the Public Website					
<b>聯絡人 Contact</b>	<b>姓名 Name</b>		<b>電話 Tel.</b>	<b>市話 Local Tel.</b>	
				<b>手機 Mobile</b>	
	<b>E-mail</b>		<b>傳真 Fax</b>		
<b>聯絡人 2 Contact 2</b>	<b>姓名 Name</b>		<b>手機 Mobile</b>		
			<b>E-mail</b>		
<b>聯絡人 3 Contact 3</b>	<b>姓名 Name</b>		<b>手機 Mobile</b>		
			<b>E-mail</b>		
<b>營業場所 (辦理設立登記須填寫) Business Location(for establishment registration)</b>	<b>縣市 County/city</b>	<b>鄉鎮市區 Township /District</b>	<b>村里 Village</b>	<b>路街巷弄號樓室 Rd./St./Ln./Aly./No./F /Rm.</b>	<b>查詢編號 Reference No.</b>
<b>公司負責人/董事是否已擁有中華民國</b> <input type="checkbox"/> 是(請附證明文件) Yes(Certificate of Taiwan) <input type="checkbox"/> 否 No					

<b>國就業金卡：</b> Whether the representative / one of the directors is Taiwan Employment Gold Card holder :	Employment Gold Card)
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**備註 Note :**

**註 1、申請「電子送達」請填寫聯絡人姓名、E-mail 及電話(手機必填)，最多三組。**

Note 1. For the application of "electronic service", please fill in with the contact person's name, E-mail and telephone number (required for mobile phone), at most 3 persons.

**註 2、若收件人五日未下載電子公文，則改採用郵寄送達。**

Note 2: If the recipient fails to download such electronic documents within five days, it will be delivered by mail.

**註 3、依公司法第 9 條規定，公司應收之股款，股東並未實際繳納，而以申請文件表明收足，或股東雖已繳納而於登記後將股款發還股東，或任由股東收回者，公司負責人各處 5 年以下有期徒刑、拘役或科或併科新臺幣 50 萬元以上 250 萬元以下罰金。如經法院判決有罪確定，由中央主管機關撤銷或廢止公司登記。敬請留意避免觸法。**

Note 3: ATTENTION : According to Article 9 of the Company Act, Where the share prices (or the capital stock) receivable by a company have not been actually paid up by its shareholders, but are declared as having paid up in its incorporation application, or where the share prices have been paid up by its shareholders but are subsequently refunded to its shareholders or withdrawn by such shareholders with the permission of the company after having completed the procedures for company incorporation, the responsible persons shall each be punished with imprisonment for a term of not more than five years, detention, or in lieu thereof or in addition thereto a fine in an amount of not less than NTS 500,000 but not more than NT\$2,500,000. Upon conviction of the punishment set out, the central competent authority shall cancel or nullify the original registration of that company.

**註 4、外國特定專業人才擬在我國從事專業工作者，得逕向內政部移民署申請核發具工作許可、居留簽證、外僑居留證及重入國許可四證合一之就業金卡。公司負責人/董事持有就業金卡者，將優先辦理公司設立(變更)登記。**

Note 4 : A foreign special professional who plans to engage in professional work in the State may apply directly to the NIA for a four-in-one Employment Gold Card that combines work permit, resident visa, Alien Resident Certificate and re-entry permit. If the representative/one of the directors is Taiwan Employment Gold Card holder, the foreign company will acquire a prioritized position in applying for establishment or change Registration of Foreign Company and Registration of Branch Office.

**以下資料欄位為「併案申請工商憑證時必填欄位」**

**The following space is required information for MOEACA Application**

<p><b>是否同時申請工商憑證正卡</b> Also Apply for Business Certificate Primary Card (配合公司法第 22 條之 1 董監事、經理人及股東資料申報新制須採電子方式申報，若公司代表人非本國籍或未持有健保卡者，務請同時申請工商憑證) If the company representative is foreigner or does not have a health insurance card, please apply for the business certificate primary card for electronic transmission to the information platform</p>	<p><input type="checkbox"/>是(需繳交 IC 卡工本費，詳註 2) Yes (For paying IC card application fee please see Note 2)</p> <p><input type="checkbox"/>總公司 Head Office (憑證聯絡電話 Certificate Contact Tel.: _____ , Fax : _____ E-mail : _____)</p> <p><input type="checkbox"/>分公司 Branch Office 統一編號 Unified Business No. : 分公司名稱 Name of Branch Office : (憑證聯絡電話 Certificate Contact Tel.: _____ , Fax : _____ E-mail : _____)</p> <p>如多家分公司申請，請自行檢附附件載列上開資料 (For multiple branch organization applications, please enclose the documents listed in the attachment)</p>
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established by the Article 22-1 of  
the Company Act.

否 No

備註 Notes :

註 1、待設立(變更)登記核准後將由經濟部工商憑證管理中心(中華電信)寄發工商憑證 IC 卡。

Note 1. MOEACA (Chunghwa Telecom) will send an IC card by mail after the establishment (change) registration is approved.

註 2、申請工商憑證 IC 卡每張工本費新台幣 420 元，將由經濟部工商憑證管理中心(中華電信)寄發繳費通知單後逕行繳交。

Note 2. The MOEACA IC card application fee is NT\$420, which is to be paid upon receipt of the bill from MOEACA (Chunghwa Telecom).

註 3、有關工商憑證 IC 卡用戶代碼，預設值為代表人的身分證字號，分公司則以分公司經理人的身分證字號為預設值，俟申請人收到卡片後，請再自行變更新用戶代碼。

Note 3. The default user code of the MOEACA IC card is the representative's ID number; for branch offices, the default user code is the representative's ID number. Please change the user code after receiving the IC card.

註 4、憑證相關問題請電洽諮詢專線 412-1166 (電話號碼為 6 碼地區請撥 41-1166)。

Note 4. Please call customer service at 412-1166 for any inquiries about MOEACA. (For calls from areas with a six-digit phone number, please dial 41-1166)