

# 委託書 Letter of Attorney

本人(委託人)辦理 **張美華** 先生/女士之 **申請來臺團聚** , 因故未能親自送件, 特委託 **安平旅行社 王大明** 先生/女士 持本人身分證證明文件正本, 向 貴署提出申請。

I, the client, who want to apply for \_\_\_\_\_ for Mr./Ms. \_\_\_\_\_, am unable to present the application in person and have commissioned Mr./Ms. \_\_\_\_\_ as my agent to deliver the application with his/her and my original I.D. certificates to your agency.

此致

內政部入出國及移民署 ( <http://www.immigration.gov.tw/> )

The above statement is addressed to the National Immigration Agency ( <http://www.immigration.gov.tw/> ) of the Ministry of the Interior.

委託人: **李建臺** (親自簽名) 委託日期: **96 / 1 / 2**  
Name of client: \_\_\_\_\_ (Personal signature) Commission date: \_\_\_\_\_  
(移民業務機構或甲種以上旅行社, 加蓋公司章)  
受託人: **安平旅行社(加蓋公司章)** (In case an immigration business or class A travel agency  
Name of agent: \_\_\_\_\_ acts as the agent, its corporate seal shall be set here)

送件人住址: **填王大明住址**  
Address of deliverer: \_\_\_\_\_

請貼受託人有照片之身分證證明文件  
影本正面

Please paste the front copy of the agent's  
photo ID certificate

**王大明身分證影本正面**

請貼受託人有照片之身分證證明文件  
影本背面

Please paste the back copy of the agent's  
photo ID certificate

**王大明身分證影本背面**

申請入出國日期證明, 請貼委託人有照片之  
身分證證明文件影本正面

In case the application is for the 「Entry &  
Exit Date Certificate」, please paste the front  
copy of the client's photo ID certificate.

申請入出國日期證明, 請貼委託人貼照片之  
身分證證明文件影本背面

In case the application is for the 「Entry &  
Exit Date Certificate」, please paste the front  
copy of the client's photo ID certificate.

## 【注意事項】

- 一、委託人之身分證證明文件正本, 須貼有照片(國人須為身分證或護照)。
- 二、受託人如為移民業務機構或甲種以上旅行社, 應加蓋公司章。
- 三、參考法令:「刑法」第15章「偽造文書印文罪」。
- 四、內政部入出國及移民署服務網址: <http://www.immigration.gov.tw/>