

簽證申請地點  
Place of Issuance \_\_\_\_\_

( 中華民國駐外館處名稱 )  
Overseas Mission

申請中華民國簽證保證書  
Letter of Guarantee for Visa Application to the Republic of China

申請號碼  
Application No. \_\_\_\_\_

被保證人(簽證申請人)之姓名  
Name of Guarantee(Visa Applicant) Surname \_\_\_\_\_ 名 First Name \_\_\_\_\_

中文姓名(倘有)  
Chinese Name (if applicable) \_\_\_\_\_ 性別 Sex  男 Male  女 Female

國籍  
Nationality \_\_\_\_\_ 申請簽證類別 Type of Visa  停留簽證 Visitor  居留簽證 Resident

護照/旅行證號碼  
Passport / Travel Document No. \_\_\_\_\_ ( 請提供證照封面及有持照/證人照片、基本資料之內頁影本  
Provide copies of the front cover, and pages containing basic information & photograph

護照/旅行證之效期截止日期  
Passport/ Travel Document Expiry Date \_\_\_\_\_ 年 \_\_\_\_ 月 \_\_\_\_ 日 (Year/Month/Day) 出生日期 Date of Birth \_\_\_\_\_ 年 \_\_\_\_ 月 \_\_\_\_ 日 (Year/Month/Day)

服務機關  
Name of Employer \_\_\_\_\_ 職稱 Position \_\_\_\_\_

入境目的  
Purpose of Visit \_\_\_\_\_

是否曾經入境中華民國?  否  是(請提供護照內頁前次入境之中華民國簽證及入出境紀錄影本)  
Has the visa applicant ever entered the ROC before?  No  Yes (Please provide copies of passport pages showing last entry to /exit from the ROC)

預定停(居)留期間自 \_\_\_\_\_ 年 \_\_\_\_ 月 \_\_\_\_ 日至 \_\_\_\_\_ 年 \_\_\_\_ 月 \_\_\_\_ 日 (Year/Month/Day)  
How long will the visa applicant intend to stay in the ROC?

預定在中華民國住址  
Which possible address will the visa applicant stay while in the ROC? \_\_\_\_\_

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保證人姓名  
Name of Guarantor \_\_\_\_\_ 證件號碼 ROC ID/ARC/APRC No. \_\_\_\_\_

**本人保證 I hereby guarantee the following :**

- 被保證人入境後如有違反中華民國法令，妨害中華民國公共秩序或善良風俗者，本人負檢舉之責。  
That the guarantor is obliged to report any incidents of the visa applicant violating the laws and regulations, public order and boni mores of the ROC.
- 被保證人在中華民國期間之生活及其返國費用。  
Living expenses incurred during the visa applicant's stay in the ROC and the expenses incurred in the visa applicant returning to his/her country.
- 被保證人之身分、與本人之關係及申請簽證相關文件屬實。  
The truthfulness of the identity, relationship to the guarantor, and related visa-application documents of the visa applicant.
- 被保證人在中華民國之住址變動、逾期停留或從事與簽證目的不符之活動時，應主動告知入出國及移民署。  
That the visa applicant shall inform the National Immigration Agency upon any change of address, overstay, or any activity that does not comply with the purpose of the applicant's visa application.
- 被保證人倘發生依法須強制出境情事，本人負協助有關機關將被保證人遣送出境並負擔相關費用之責。  
In cases where the visa applicant may face deportation, that the guarantor is obliged to assist the related agencies to enforce the deportation and pay for related expenses.
- 本人未能履行保證責任或為不實之保證時，應負相關法律責任。  
That the guarantor shall face the legal consequences of any false statements or failure to meet the aforementioned obligations.

本人已確知保證人之保證責任並願擔負保證責任，同時瞭解未據實申報如有符合中華民國刑法第214條要件者，將依相關法律處理，並應負刑法之責。

I acknowledge and assume the responsibilities attached to the guarantor; any statements/declarations that fall within the descriptions stated in Article 214 of the Criminal Law of the ROC shall face legal consequences prescribed by related regulations.

<p style="text-align: center;">保證人之 中華民國國民身分證、外僑居留證、 外僑永久居留證或其他合法居留證件影本(正面) Copy of Guarantor's ROC ID Card, ARC, APRC or other legal resident certificate (Front)</p>	<p style="text-align: center;">保證人之 中華民國國民身分證、外僑居留證、 外僑永久居留證或其他合法居留證件影本(背面) Copy of Guarantor's ROC ID Card, ARC, APRC or other legal resident certificate (Back)</p>
<p>住 址： Address：</p>	<p>電話：辦公室 Business Phone Number： Tel：住宅 Home Phone Number：</p>
<p>服務機關/公司 Name of Present Employer： 地址 Address of Present Employer：</p>	<p>與被保證人關係： Relationship to the Guarantee：</p>

### 注意事項 Notes：

- \* 保證人須為年滿二十歲且具行為能力之中華民國國民或在中華民國境內具有合法居留身分之行為能力人。  
The guarantor shall be over 20 years of age with full legal capacity and have either citizenship of or legal residency in the ROC.
- \* 保證人須在中華民國有職業或有收入(請提供最近一次之報稅證明，經加蓋服務機關印信者無須繳交收入證明)。  
The guarantor shall have either occupation or income in the ROC. (Please provide the proof of the most recent tax return; no proof of income is required if the proof of employment is provided with the seal of the guarantor's current employer).
- \* 被保證人係受邀訪台者，應由邀請單位之負責人或其指定之業務主管人員為保證人。  
If the visa applicant is an invited guest of the ROC, the legal representative or designated official of the inviting agency shall serve as the guarantor.
- \* 被保證人完成作保程序僅為簽證申請程序要件之一，並不意謂本局及駐外館處必然發給簽證。  
The completion of guaranty by local sponsor is one of visa application requirements; the Competent Authority may refuse to issue visas to applicants.
- \* 經濟部工業局推薦之國際研發暨合作績優廠商，得持用經濟部工業局推薦函及公司正式保證書函(加蓋公司大小印信)，以公司名義擔保免附個人身分證影本。  
The company can be the guarantor with recommend letter issued by the Industrial Development Bureau, Ministry of Economic Affairs and the official guarantee letter of the company(with the company stamps registered) instead of personal ID copies.

保證人簽章  
Seal/Signature of the Guarantor \_\_\_\_\_ 日期 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日 (Year/Month/Day)  
(加蓋保證人服務單位/公司或邀請單位印信 Seal of Guarantor's Employer or Inviting Agency)