

Updated: 1/1/2008

Chung Hwa Travel Service (Hong Kong)
Information on Application for Visas to Taiwan, ROC

Website: www.taiwaninfo.org **Telephone:** (852)2525-8315

Address: 40th Floor, Tower One, Lippo Centre, No. 89 Queensway, Hong Kong

Direction: You may arrive at the Chung Hwa Travel Service by taking MTR getting off at Admiralty Station and take Exit B.

Service Hours:

Submission: Mondays to Fridays: 9: 00 a.m. to 2:00 p.m.

Collection: Mondays to Fridays: 9:00 a.m. to 5:00 p.m.

This office is closed on Saturdays, Sundays, Hong Kong public holidays and October 10, National Day of the Republic of China.

The service will be temporarily suspended without prior notice if Typhoon Signal No. 8 is hoisted or Black Rainstorm Warning Signal is announced by the Hong Kong Observatory (www.weather.gov.hk).

The Chung Hwa Travel Service provides express service. Applicants can pay Rush Handling charge to obtain a visa in half normal processing time if the application is approved.

Processing time:

Standard: Applications submitted before 14:00 can be collected after 16:00 the following working day.

Rush: 1.Applications submitted before 11:00 can be collected after 16:00 the same day.
2.Applications submitted after 11:00 can be collected after 10:00 the next working day.

Fees:

- Single Entry Visitor Visa --- -- HKD400
- Multiple Entry Visitor Visa -- HKD800
- Single Entry Resident Visa ----HKD530

Rush Handling fee: an additional 50% of the visa fee

Reciprocal Handling fee: HKD1050 (for US passport holders only)

How to Submit: Visa application can be submitted in person, or by an agent. A photocopy of a valid identity card or passport of the agent is required.

Basic Documents required for the Visa application:

(Applicants are required to provide sufficient documentation. Cases of insufficient documentation will very likely result in a delayed processing of visa)

1. **Passport:** The validity should be no less than 6 months.
2. **Visa Application Form:** A duly completed and signed visa application form.
3. **Photos:** Two (2" X 2") color photos taken within last 6 months.
4. Hong Kong Resident requires...
5. In addition to the basic required documents as listed from 1-4, all applicants are required to provide documents verifying the purpose of application.

A. Visitor Visa: (intended stay in Taiwan for less than 6 months)

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1. **Business:** a company letter certifying the current and valid employment, the record of business registration, the record of business transaction or the record of company tax.
2. **Tourism / Social visit:** a proof of financial support e.g. a bank account passbook, a bank statement or a proof of current employment.
3. **Visiting Relatives:** a proof of relationship between the applicant (e.g. birth certificate) and a photocopy of the relative's resident status in Taiwan (e.g. household registration, Alien Resident Certificate (ARC)).
4. **Short-term Study of Chinese:** an enrollment certificate of the schools recognized by ROC Ministry of Education (http://www.edu.tw/EDU_WEB/EDU_MGT/BICER/EDU0056001/c263.htm) and a proof of sufficient funds to support the applicant's tuition and living expenses during the period of the applicant's stay in Taiwan.
5. **Domestic Helper Traveling with the Employer:** According to the Labour Law of the Republic of China, all prospective foreign employees must obtain work permit from the Labour Affairs Council before entering Taiwan .
6. **Employment or performing a contract (more than 14 days):** A permit from the ROC Council of Labor Affairs or the competent government departments.

B. Resident Visa: (intended stay in Taiwan for more than 6 months)

(Applicants are required to prepare a full set of documents mentioned below in both original and copy)

1. **Employment:** an employment authorization from the Council of Labor Affairs or the competent government departments.
2. **Foreign Spouse to Join An ROC Citizen:** a certificate of marriage registration/a certificate of marriage issued by the applicant's government and it must be authenticated by an ROC Embassy, Consulate or Mission with jurisdiction over the place of issuance, a family household registration issued within the past 3 months in which the data on marriage status, name and nationality of the foreign spouse have been entered, a health certificate, a no criminal record for the past 5 years.
3. **Foreign Spouse to Join an ARC Holder:** a marriage certificate issued by the applicant's government and authenticated by an ROC Embassy, Consulate or Mission with jurisdiction over the place of issuance, the principal alien's ARC, a health certificate, (applicants eligible for visa-exempt entry and visa upon arrival are waived a health certificate)
4. **Children under 20 years old to Join ROC's citizen parents:** a birth certificate issued by the applicant's government and it must be authenticated by an ROC Embassy, Consulate or Mission with jurisdiction over the place of issuance, an original copy of the parent's household registration issued within three months, a health certificate (the applicant is above 6 years old).
5. **Children under 20 years old to Join Foreign parents:** a birth certificate issued by the applicant's government and it must be authenticated by an ROC Embassy, Consulate or Mission with jurisdiction over the place of issuance, an original of the parent's valid Alien Resident Certificate which is acquired through independent status, a health certificate, (the applicants under 6 years old or eligible for visa-exempt entry and visa upon arrival are waived a health certificate).

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*** Applicants of some nationalities are required to have a sponsor in Taiwan to complete guarantee procedure. For detailed application procedure please visit website:**

<http://www.boca.gov.tw/ct.asp?xItem=1766&ctNode=69&mp=1>

Note :

1. Subject to the Statute Governing Issuance of the R.O.C. Visas in Foreign Passports, the application fee once paid is not refundable.
2. The Chung Hwa Travel Service does not issue visas. All visa applicants are required to bring the processed application form with passport to Visa Office at the Taiwan Taoyuan International Airport or the offices of the BOCA in Taiwan to obtain and stick a visa onto the passport.
3. The applicant has to declare the purpose of entry honestly. The purpose of Visa application must be the same as the purpose of entry. Please provide the necessary documents as stated in this notice.
4. Please be advised that failure to provide the basic documents required as listed from 1-5 will lead to delay or denial visa. The Chung Hwa Travel Service will inform the applicants in writing to provide additional documents where it considers necessary within a designated period of time. Working days for processing are subject to change and the aforementioned working time will cease to apply.
5. For detailed and update information on application for Resident Visa, please visit the website of the Ministry of Foreign Affairs, Bureau of Consular Affairs.(<http://www.boca.gov.tw>). For further information on residence in Taiwan, employment, education, taxation and related services of foreign nationals, please visit the website <http://www.npa.gov.tw>.
6. Applicants who used to have the nationality of mainland China are required to provide related documents showing that having resided in foreign countries for at least 4 years before submitting the applications.
7. The information is subject to change. Any updated information please refer to the website of Kwang Hwa Information and Culture Center: www.taiwaninfo.org

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