

## 金門縣政府英文不動產權利登記證明申請書

## REAL ESTATE REGISTRATION CERTIFICATE APPLICATION FORM

標 示 (Description)					申請份數 (Quantity)
鄉鎮市區 (District)	段 (Section)	小段 (Subsection)	地號 (Land Numbers)	建號 (Building Numbers)	
申請人(所有權人) 姓名 (Applicant Name)	(中文) (Chinese name)		聯絡電話 (Tel.No.)		
	(英文) (English name)		統一編號/護照號碼 (ID/Passport No.)		
申請人地址 (Applicant Address)					
代理人姓名 (Agent Name)	代理人聯絡電話 (Agent Tel.No.)				
	代理人地址 (Agent Address)				
委任關係 (Commission of Authority)	一、本案之申請委託_____代理。 (1.The application of this case is commissioned to Agent_____) 二、委託人確為申請標的之權利人，如有虛偽不實，本代理人願負法律責任。 (2.The client is the obligee of above property, if this statement is not true, the agent will bear all legal responsibilities.)			委託人簽章 (Signature of Client)	
				代理人簽章 (Signature of Agent)	

下列各欄申請人免填 (The applicant does not fill out the following items.)

張 數(Sheet)	規費(Fee)	收據號碼(Receipt No.)	領件簽章 (Signature of Application)
承辦人員 (Officer)	科長 (Chief)	副局長 (Secretary)	局長 (Director)

## **英文不動產權利登記證明書申請須知**

- 一、說明：所有權人為向國外機關（構）提供財力證明，或外國機構團體為向其總公司呈報在臺總資產等需要，向地政事務所申請核發英文不動產權利登記證明。
- 二、申請程序：填寫英文不動產權利登記證明申請書向地政事務所辦理。
- 三、應備文件：
  - （一）英文不動產權利登記證明申請書。
  - （二）身分證明文件：
    1. 所有權人親自申請：所有權人身分證明文件正、影本及護照影本，未領有護照者免提出。
    2. 代理人代為申請：
      - （1）所有權人身分證明文件及護照影本，所有權人未領有護照者免提出。
      - （2）代理人身分證明文件正、影本。
  - （三）委託書（委託代理人申請者檢附），委託書在國外作成者，應經駐外使領館驗證；在大陸地區作成者，應經財團法人海峽交流基金會驗證。
- 四、費用：每張新台幣二十元。
- 五、處理時限：五天。
- 六、注意事項：本證明內容，僅提供所有權人中、英文姓名、出生日期、統一編號（或護照號碼）及其相關土地、建物標示、所有權資料；土地、建物之他項權利及土地、建物所有權部之其他登記事項，不予顯示。
- 七、本須知未盡之處，悉依現行法令規定辦理。

## **Notice of Application for Real Estate Right Registration Certificate**

1. Description: Owners apply for this real estate right registration certificate with the land office to provide the financial statement to overseas organizations, or to report total assets in Taiwan to the head office.
2. Application Procedure: Fill out the application for real estate right registration certificate at the land office.
3. Documents to be submitted:
  - A. Application for real estate registration certificate.
  - B. Documents of Identification
    - a. Owner applies in person: Original and copy of the owner's National ID card, and copy of passport. (exempted if the owner does not have the passport.)
    - b. Agent applies on behalf:
      - (i) original and copy of the owner's National ID card, and copy of passport, (exempted if the owner does not have the passport.)
      - (ii) original and copy of the agent's National ID card.
  - C. Power of Attorney: (submitted by appointed agent): Power of Attorney shall be attested by ROC embassies, consulates, and missions abroad if made overseas. It shall be attested by the Straits Exchange Foundation if made in Mainland China.
4. Fee: NT20 dollars/per sheet.
5. Processing Time: Five days.
6. Notice: Contents of this certificate only include the owner's Chinese and English names, date of birth, ID number (Passport number), and description of related land and buildings as well as ownership information; the certificate will not show other types of rights to land and buildings as well as other registered items over land and building ownership.
7. Matters not provided for herein shall be governed by existing laws and regulations.