

# 委 託 書

## PROXY

委託人因故無法親自辦理下列勾選項目之手續，特委託受任人代為申請，共計 \_\_\_\_\_ 份，請將該項資料交由受任人領回。

The principal is unable to apply for the following selected processes in person and therefore has authorized the agent to process the applications on his/her behalf. The total number of applications is \_\_\_\_\_. Please hand over the data to the agent.

查調 \_\_\_\_\_ 年度各類所得資料各 \_\_\_\_\_ 份

Enquiries about information on various incomes for year \_\_\_\_; \_\_\_\_ copies requested

查調本人財產資料 \_\_\_\_\_ 份

Enquiries about information on personal property; \_\_\_\_ copies requested

查調未成年子女(姓名列如委託人欄位；併請檢附未成年子女戶口名簿影本)

Enquiries about a minor child's information (name of minor child should be written in the principal column; please also attach a copy of the minor child's household registration book)

財產 \_\_\_\_\_ 份  \_\_\_\_\_ 年各類所得資料各 \_\_\_\_\_ 份

Information on personal property Information on various incomes for year \_\_\_\_  
\_\_\_\_; \_\_\_\_ copies requested

核發 \_\_\_\_\_ 年度中(英)文綜合所得稅納稅證明各 \_\_\_\_\_ 份 (英文附護照影本)

Issuance of \_\_\_\_ copies of year \_\_\_\_ tax payment certificate (English and Chinese) for Individual Income Tax (If applying for an English tax payment certificate, attach a copy of your passport.)

查調被繼承人財產及死亡前二年度所得、贈與資料

Enquiries about information on the decedent's properties and his/her incomes and gifts within two years prior to his/her death

被繼承人姓名 Name of the decedent	身分證字號 ID No.	死亡日期 Date of death

查調債務人 \_\_\_\_\_ 等 \_\_\_\_\_ 人  財產  \_\_\_\_\_ 年各類所得資料

Enquiries about information on the debtor's properties and various incomes for year \_\_\_\_

查調 \_\_\_\_\_ 年綜合所得稅籍資料各 \_\_\_\_\_ 份

Enquiries about year \_\_\_\_ taxation registration for individual ncome tax; \_\_\_\_ copies requested

其他 \_\_\_\_\_

Other

委託人(請附身分證影本並切結「與正本相符」)

**Principal (Please attach a copy of ID card and declare that it is consistent with the original)**

※若查調未成年子女資料者，請檢附法定代理人(或監護人)身分證正反面影本；若父母離異者，另請檢附載有監護權記事之戶口名簿或戶籍資料影本。並由法定代理人(或監護人)一併簽章。

When applying for survey and assessment of a minor child's information, please attach a photocopy of both sides of the legal representative's (or legal guardian's) ID card. If the parents are divorced, please also attach a photocopy of the household certificate or household information that indicates the custody of the child. The legal representative (or legal guardian) shall sign the application.

委託人姓名 Name of the principal	身分證字號 ID No.	連絡電話 Tel	簽名或蓋章 Signature or seal	備註 Remarks

受任人(請出示身分證正本)

**Agent (Please attach the original of ID card)**

姓名: \_\_\_\_\_ 身分證字號: \_\_\_\_\_ 簽名或蓋章: \_\_\_\_\_

Name ID No. Signature or seal

連絡電話: \_\_\_\_\_

Tel

※受任人聲明並保證係經委託人授權臨櫃辦理申辦查調事宜，所檢附之證件與相關資料均為真正與正本相符且未經塗改變造，並有權代理委託人辦理上開事項範圍。若有未經合法授權或資料有冒偽情事致他人或機關受有損害，受任人願自負一切民刑事責任。

The agent declares that he/she is authorized by the principal to apply for the survey and assessment on behalf of the principal; the attached supporting documents and related information are true and faithful copies of the original and are not altered or modified; and that he/she has the right to make the abovementioned request on behalf of the principal. If the agent is not legally authorized or submits false information and therefore caused harm to other people or organizations, he/she is willing to take all civil and criminal responsibilities.

中華民國 年 月 日

Date (yyyy/mm/dd):