

# 聘僱外國專業人員工作許可申請書 (E00-運動教練及運動員專用)

## Foreign Professional Personnel Employment Work Permit Application



單位 (僱主) 名稱：  
Entity (Employer) Name

單位印章：  
Entity Seal

單位章

### 案件資訊 Application Information

|  |  |                      |                                 |   |  |
|--|--|----------------------|---------------------------------|---|--|
| 工作類別<br>Category                             | E. 運動教練及運動員<br>Sports coach and athlete  |                      | 申請項目<br>Application Type        | (單選 Choose One)   |  |
| 工作項目<br>Job Item                             | <input type="checkbox"/> 01運動教練 Sports coach<br><input type="checkbox"/> 02運動員 Athlete |                      |                                 | <input type="checkbox"/> 新聘 New Hire<br><input type="checkbox"/> 展延 Extension<br><input type="checkbox"/> 補件 Supplement<br><input type="checkbox"/> 提前解聘 Early Dismissal<br><input type="checkbox"/> 其他 Other : |  |
| 繳費資訊<br>Application fee                      | 繳費日<br>Payment date  | 年 月 日<br>(Y) (M) (D) | 郵局局號<br>Branch code             |   |  |
|  | 劃撥收據號碼(8碼)或交易序號(9碼)<br>Receipt No.(8 digits) or transaction No.(9 digits)              |                      |                                 |   |  |
| 本申請案回函<br>投遞地址<br>Application Return Address | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>             | 縣(County)<br>市(City) | 鄉鎮(Town)/市(City)<br>區(District) |   |  |
|  | 路(Rd.) 段(Sec.) 巷(Lane) 弄(Alley) 號(No.) 樓(F.)<br>街(St.)                                 |                      |                                 |   |  |

本申請案若係委託私立就業服務機構辦理，請勾選，並填寫以下欄位資料。

Please check if this application has been entrusted to a private employment services agency and please fill out the following information.

|   |                            |
|---|----------------------------|
| 1. 受委託私立就業服務機構名稱：<br>Name of commissioned private employment services agency<br>2. 許可證字號 License No. :<br>3. 專業人員 Specialist :<br>(須親自簽名 must sign personally)<br>4. 聯絡電話 Contact Tel : | (單位圖記 Chop)<br>單位章<br>負責人章 |
|---|----------------------------|

本申請案回函欲親自取件者請打「√」並加附【親自領件聲明書】。

Check for in-person document pickup and attach 【In-person Document Pickup Declaration】

### 收文專用區 Document Reception Use Only

|             |             |
|-------------|-------------|
| 收<br>文<br>章 | 收<br>文<br>號 |
|-------------|-------------|

# 聘僱外國專業人員工作許可申請書 (E00-運動教練及運動員專用)

## Foreign Professional Personnel Employment Work Permit Application



| 雇主資訊 Employer Information  |  |  |           |   |           |  |
|--|--|--|-----------|---|-----------|--|
| 單位名稱<br>Entity Name  |  |  |           |   |           |  |
| 單位統一編號<br>Entity Tax ID No.  |  |  |           | 單位章及負責人章 Seals of Entity and Owner  |           |  |
| 負責人<br>Owner   |  |  |           | <div style="border: 1px dashed black; width: 100px; height: 100px; display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px dashed black; width: 40%; height: 40%; display: flex; align-items: center; justify-content: center;">單位章</div> <div style="border: 1px dashed black; width: 40%; height: 40%; display: flex; align-items: center; justify-content: center;">負責人章</div> </div> |           |  |
| 行業類別代碼<br>Industry Category Code   |  |  |           |   |           |  |
| 雇主資格<br>Employer Qualification   | <input type="checkbox"/> 學校 Schools<br><input type="checkbox"/> 政府機關（構）或行政法人<br>Government agencies (institutions) or administrative corporation<br><input type="checkbox"/> 公益體育團體 Non-profit sports groups<br><input type="checkbox"/> 營業項目包括體育運動等相關業務之公司<br>Companies that are involved in physical educations, sports and related businesses<br><input type="checkbox"/> 參與國家單項運動總會或協會主辦之體育運動競賽，附有證明文件之機構或公司<br>Companies or organizations that participate in the sports competitions and games organized by national sports federations or associations, with certificates proving participation |  |           |   |           |  |
| 連絡人<br>Contact   | 姓名<br>Name   |  | 電話<br>Tel |   | 傳真<br>Fax |  |
|  | 姓名<br>Name   |  | 電話<br>Tel |   | 傳真<br>Fax |  |
|  | Email :  |  |           |   |           |  |
| 本案聘僱之具體理由並說明聘僱外國人之正面效益(展延案免填)：<br>Specific reasons for this hiring case and explanation of the positive benefits of hiring foreigner (not necessary for hiring extension): |  |  |           |   |           |  |


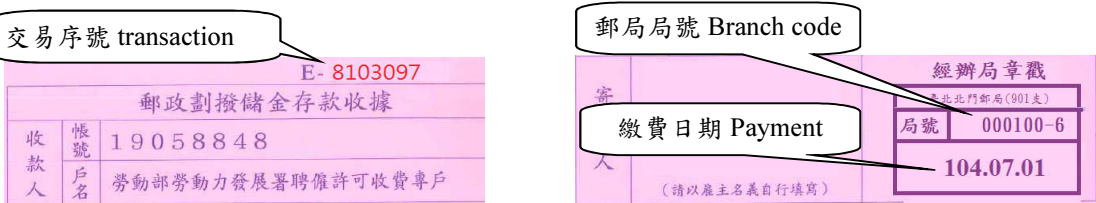




# 填表及書面送件須知 (E00-運動教練及運動員專用)

## Guidance Notes



| <b>申請書 Application Form</b>                       |  |
|---|--|
| 欄位 Field  | 填寫方式及說明 Guidance   |
| 單位(雇主)名稱<br>Entity Name                           | 請填寫單位中文全名。<br>Please enter full entity name in Chinese.  |
| 申請項目<br>Application Type                          | 若係申請資料異動，請勾選「其他」，並填寫異動事由。<br>If you apply for changing information, please tick "other" and include the reason.  |
| 繳費資訊<br>Application fee                           | <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px;">郵局收據編號 (8碼)<br/>Receipt No.(8 digits)</div> <div style="border: 1px solid black; padding: 5px;">繳費日期 Payment date</div> </div>   |
|   | <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px;">交易序號 transaction<br/>E- 8103097</div> <div style="border: 1px solid black; padding: 5px;">郵局局號 Branch code</div> </div>    |
| 單位統一編號<br>Entity Tax ID No.                       | 若係首次提出申請，請檢附統一編號編配證明影本。<br>For those employers that submit application for the first time, allocation notice of unified business number shall be attached  |
| 負責人<br>Owner                                      | 請填寫單位負責人(代表人)之姓名。<br>Please enter the name of the owner.   |
| 行業類別代碼<br>Industry Category Code                  | 請至「外國人在臺工作服務網」>「申請表件」>「行職業類別代碼」查詢。<br>Look it up at the website of EZ Work Taiwan > Application Forms > Code of Standard Industrial & Occupational Classification.   |
| <b>受聘僱外國人名冊 Employed Foreign Worker Name List</b> |  |
| 欄位 Field  | 填寫方式及說明 Guidance   |
| 工作內容<br>Job Description                           | 請具體描述外國人所擔任職務之工作內容。<br>Please describe specifically the tasks or duties of the position.   |
| <b>其他注意事項 Others</b>                              |  |
| 申請方式<br>Methods of application                    | <ol style="list-style-type: none"> <li>網路傳輸方式申請：使用「外國專業人員工作許可申辦網」線上申辦方式辦理。</li> <li>書面送件方式申請： <ol style="list-style-type: none"> <li>由專人送至機關收件櫃台辦理。</li> <li>利用掛號郵寄申請，郵寄地址：100臺北市中正區中華路一段39號10樓，收件人註明：勞動力發展署（申請聘僱外國專業人員）收。</li> <li>相關申請書表可至「外國人在臺工作服務網」&gt;「申請表件」下載，或至機關收件櫃台索取。</li> </ol> </li> <li>可親自辦理或委託私立就業服務機構辦理。</li> </ol> <p>1. Application via internet: Please use the on-line application function in Work Permit Application Webpage for Foreign Professional, the address: <a href="https://ezwp.wda.gov.tw/">https://ezwp.wda.gov.tw/</a>.</p> <p>2. Application via written correspondences:</p> |

|  |  |
|--|--|
|  | <p>i. Personally delivered Application to Reception Counter No. 6 for processing.</p> <p>ii Mail application via registered mail.</p> <p>iii. Related application forms can be downloaded from EZ Work Taiwan &gt; Application Forms or obtained from the agency Reception Counter.</p> <p>3. Application can be completed personally or entrusted to a private employment service agency.</p>   |
| <p>申辦作業時間<br/>Application<br/>processing time</p>      | <p>1. 網路傳輸方式申請：若資料齊全，且雇主及外國人均符合所訂定的資格及條件，自本部系統收件次日起7個工作日。</p> <p>2. 書面送件方式申請：若資料齊全，且雇主及外國人均符合所訂定的資格及條件，自本部收受案件次日起12個工作日。</p> <p>1. Application submitted online<br/>7working days (counting from the next day when the application has been received), given that all the documents are complete and both the employer and employee have met the criteria.</p> <p>2. Application submitted in person<br/>12 working days (counting from the next day when the application has been received), given that all the documents are complete and both the employer and employee have met the criteria</p> |
| <p>審查費繳交<br/>Examination<br/>fee payment</p>           | <p>(每案新臺幣500元)</p> <p>1. 利用郵政劃撥。劃撥戶名：勞動部勞動力發展署聘僱許可收費專戶，劃撥帳號：19058848</p> <p>2. 至機關收件櫃台現場繳交。<br/>(NT \$500 per case)</p> <p>1. Via postal remittance, Account name: Work Permit Account of Workforce Development Agency, Account No.: 19058848).</p> <p>2. Payment to the Reception Counter.</p>  |
| <p>應備文件<br/>Documents<br/>required</p>                 | <p>1. 請至「外國人在臺工作服務網」&gt;「一般外國專業人士在臺工作」查詢。</p> <p>2. 書面送件所附相關資料係為影本者，應加註「與正本相符」之文字，並加蓋申請單位及負責人印章。</p> <p>1. Look it up at the website of EZ Work Taiwan &gt; Foreign Professionals to Work in Taiwan.</p> <p>2. If you apply for the use of written submittals, information and certification documents are copies, they should be marked with the words: “same as originals” and stamped with the seal of applicant entity and owner.</p>  |
| <p>親自取件<br/>In-person<br/>Document<br/>Pickup</p>      | <p>1. 如要親自取件，須填具「親自領件聲明書」並指派專人至機關收件櫃台送件申請。</p> <p>2. 於案件核准後，請憑收件(親取)回條並黏貼取件人身分證(護照或居留證)正、反面影本親自領取，倘於指定期限內未親自領取者機關將以掛號寄出。</p> <p>1. If you wishes to pick-up documents in-person, “In-person Document Pick-up Declaration” must be filled-out, and you should submit application to the agency Reception Counter.</p> <p>2. After application approval, a copy of ID (passport or ARC) and pick-up documents in-person with a receipt slip shall be attached. If documents have not been picked-up within the specified time limit, agency will mail out documents via registered mail.</p>           |
| <p>申辦進度查詢<br/>Application status</p>                   | <p>請至「外國人在臺工作服務網」&gt;「申請進度查詢」進行查詢。</p> <p>You can check the status at the website of EZ Work Taiwan &gt; Application Status.</p>   |
| <p>機關網站與聯繫<br/>Officail Websites<br/>&amp; Contact</p> | <p>1. 勞動部勞動力發展署 Workforce Development Agency, MOL<br/><a href="https://www.wda.gov.tw">https://www.wda.gov.tw</a></p> <p>2. 外國人在臺工作服務網 EZ Work Taiwan<br/><a href="https://ezworktaiwan.wda.gov.tw">https://ezworktaiwan.wda.gov.tw</a></p>  |

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|  | <p>3.外國專業人員工作許可申辦網 Work Permit Application Webpage for Foreign Professional<br/><a href="https://ezwp.wda.gov.tw">https://ezwp.wda.gov.tw</a></p> <p>4. 諮詢電話 Support Hotline : (02) 89956000</p> <p>5. 機關收件櫃台：臺北市中正區中華路一段39號10樓<br/>Reception Counter : No.39 Zhonghua Rd., Sec. 1, 10 Fl., Zhongzheng District, Taipei City</p> |
|--|--|