

# 聘僱外國專業人員工作許可申請書 (F00-藝術及演藝工作專用)

## Foreign Professional Personnel Employment Work Permit Application



單位 (雇主) 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 | F. 藝術及演藝工作<br>Artistic and show business work  | 申請項目<br>Application Type | (單選 Choose One)  |
| 工作項目<br>Job Item | <input type="checkbox"/> 02 藝術工作 Artistic work<br><input type="checkbox"/> 03 大眾傳播之演藝工作 Show Business<br><input type="checkbox"/> 04 公開表演之演藝工作 Performing Arts |                          | <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"/> 補發 Re-issue<br>許可文號 permit No. _____<br><input type="checkbox"/> 其他 Other : |

本案若係以團體形式在臺從事藝術或演藝工作，請勾選並填寫團體名稱：

Please check and fill the group name if foreign professional will work as group.

|  |  |                      |                                 |
|--|--|----------------------|---------------------------------|
| 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.)<br>街(St.)   | 段(Sec.)              | 巷(Lane) 弄(Alley) 號(No.) 樓(F.)   |

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 (F00-藝術及演藝工作專用)  
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: 150px; height: 80px; display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px dashed black; width: 100px; height: 60px; display: flex; align-items: center; justify-content: center;">單位章</div> <div style="border: 1px dashed black; width: 80px; height: 50px; 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、公立社會教育文化機構 Schools, public social education and cultural institutions<br><input type="checkbox"/> 觀光旅館 Tourist hotels<br><input type="checkbox"/> 觀光遊樂業者 Tourism and leisure industry<br><input type="checkbox"/> 演藝活動業者 Performing arts industry<br><input type="checkbox"/> 文教財團法人 Cultural and educational foundation<br><input type="checkbox"/> 演藝團體、學術文化或藝術團體 Performing Arts groups, academic culture or art groups<br><input type="checkbox"/> 出版事業者 Publishing industry<br><input type="checkbox"/> 電影事業者 Film industry<br><input type="checkbox"/> 無線、有線或衛星廣播電視業者 Wireless, cable or satellite radio and television industry<br><input type="checkbox"/> 藝文服務業者 Arts and literature service<br><input type="checkbox"/> 政府機關(構)或行政法人 Government agencies (institutions) or administrative corporation<br><input type="checkbox"/> 各國駐華領使館、駐華外國機構、駐華國際組織 Foreign embassies, institutions and international organizations in Taiwan |  |   |  |           |  |
| 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): |   |  |   |  |           |  |

# 受聘僱外國人名冊 (F00-藝術及演藝工作專用)



## Employed Foreign Worker Name List

單位 (雇主) 名稱：  
Entity (Employer) Name

單位印章：  
Entity Seal

單位章

| No.1                        |            |                                    |  |                        |          |               |
|-----------------------------|------------|------------------------------------|--|------------------------|----------|---------------|
| 英文姓名<br>English Name        | Surname    | 性別<br>Gender                       | 國籍 (或地區)<br>Nationality (or region)  |                        |          |               |
|                             | Given name |                                    |  |                        |          | 出生日期 Birthday |
| 中文姓名<br>Chinese Name        |            | 最高學歷<br>Highest Level of Education | <input type="checkbox"/> 博士 Ph.D <input type="checkbox"/> 碩士 MA<br><input type="checkbox"/> 學士 BA <input type="checkbox"/> 專科 Vocational<br><input type="checkbox"/> 高中(含)以下 High School or less |                        |          |               |
| 護照號碼<br>Passport No.        |            |                                    |  |                        |          |               |
| 行動電話號碼<br>Mobile number     |            | 電子郵件信箱<br>E-mail                   |  |                        |          |               |
| 申請聘僱期間<br>Employment Period | 起 From     |                                    | 迄 To   |                        |          |               |
|                             | 年 (Y)      | 月 (M)                              | 日 (D) ~  | 年 (Y)                  | 月 (M)    | 日 (D)         |
| 職稱<br>Job Title             |            | 職業類別代碼<br>Occupation Category Code |  | 每月薪資<br>Monthly Salary | 新臺幣 NT\$ |               |
| 工作內容<br>Job Description     |            | 工作地址<br>Working Address            |  |                        |          |               |
| 備註 Note                     |            |                                    |  |                        |          |               |

| No.2                        |            |                                    |  |                        |          |               |
|-----------------------------|------------|------------------------------------|--|------------------------|----------|---------------|
| 英文姓名<br>English Name        | Surname    | 性別<br>Gender                       | 國籍 (或地區)<br>Nationality (or region)  |                        |          |               |
|                             | Given name |                                    |  |                        |          | 出生日期 Birthday |
| 中文姓名<br>Chinese Name        |            | 最高學歷<br>Highest Level of Education | <input type="checkbox"/> 博士 Ph.D <input type="checkbox"/> 碩士 MA<br><input type="checkbox"/> 學士 BA <input type="checkbox"/> 專科 Vocational<br><input type="checkbox"/> 高中(含)以下 High School or less |                        |          |               |
| 護照號碼<br>Passport No.        |            |                                    |  |                        |          |               |
| 行動電話號碼<br>Mobile number     |            | 電子郵件信箱<br>E-mail                   |  |                        |          |               |
| 申請聘僱期間<br>Employment Period | 起 From     |                                    | 迄 To   |                        |          |               |
|                             | 年 (Y)      | 月 (M)                              | 日 (D) ~  | 年 (Y)                  | 月 (M)    | 日 (D)         |
| 職稱<br>Job Title             |            | 職業類別代碼<br>Occupation Category Code |  | 每月薪資<br>Monthly Salary | 新臺幣 NT\$ |               |
| 工作內容<br>Job Description     |            | 工作地址<br>Working Address            |  |                        |          |               |
| 備註 Note                     |            |                                    |  |                        |          |               |

# 填表及書面送件須知 (F00-藝術及演藝工作專用)

## 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-between;"> <div style="width: 45%;"> <p>郵局收據編號 (8碼)<br/>Receipt No.(8 digits)</p> <p>郵局局號 Branch code</p> </div> <div style="width: 50%; border: 1px solid black; padding: 5px;"> <p style="text-align: center; color: red;">存款金額</p> <p>0002660 104/06/11 12:01:22<br/>003110 1A6 359779<br/>他人不扣手續費</p> <p style="text-align: center; color: red;">電腦記錄</p> </div> </div> <p style="text-align: right; margin-right: 20px;">繳費日期 Payment date</p>   |                   |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
|   | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>交易序號 transaction No.</p> <div style="border: 1px solid black; padding: 2px; text-align: center; color: red;">E- 8103097</div> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <p style="color: red;">郵政劃撥儲金存款收據</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">收</td> <td style="width: 20px;">帳</td> <td style="width: 60px;">19058848</td> </tr> <tr> <td>款</td> <td>號</td> <td></td> </tr> <tr> <td>人</td> <td>戶</td> <td>勞動部勞動力發展署聘僱許可收費專戶</td> </tr> </table> </div> </div> <div style="width: 50%;"> <p>郵局局號 Branch code</p> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <p style="color: red;">經辦局章戳</p> <p style="font-size: small;">臺北北門郵局(901支)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">局</td> <td style="width: 40px;">號</td> <td style="width: 40px;">000100-6</td> </tr> <tr> <td>繳</td> <td>費</td> <td>日期</td> </tr> <tr> <td>104.07.01</td> <td></td> <td></td> </tr> </table> <p style="font-size: x-small;">(請以雇主名義自行填寫)</p> </div> <p style="text-align: center;">繳費日期 Payment</p> </div> </div> | 收                 | 帳 | 19058848 | 款 | 號 |  | 人 | 戶 | 勞動部勞動力發展署聘僱許可收費專戶 | 局 | 號 | 000100-6 | 繳 | 費 | 日期 | 104.07.01 |  |
| 收   | 帳   | 19058848          |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
| 款   | 號   |                   |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
| 人   | 戶   | 勞動部勞動力發展署聘僱許可收費專戶 |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
| 局   | 號   | 000100-6          |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
| 繳   | 費   | 日期                |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
| 104.07.01   |   |                   |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |
| 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<br>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>1. 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>2. 書面送件方式申請： <ol style="list-style-type: none"> <li>(1) 由專人送至機關收件櫃台辦理。</li> <li>(2) 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>(3) 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>3. 可親自辦理或委託私立就業服務機構辦理。</li> </ol> <ol style="list-style-type: none"> <li>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>.</li> <li>2. Application via written correspondences:</li> </ol>  |                   |   |          |   |   |  |   |   |                   |   |   |          |   |   |    |           |  |

|  |  |
|--|--|
|  | <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>(新聘及展延每案新臺幣500元；補發每案新臺幣100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/>(New hire and Extension NT \$500 per case ; Re-issue NT \$100 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>  |

- |  |  |
|--|--|
|  | <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> |
|--|--|