

Obtaining a Police Criminal Record Certificate (PCRC) from Taiwan

Please note that the requirements for overseas applications and those lodged in Taiwan are different. Police Criminal Record Certificate will be issued by Taiwan Police Department. If you are not in Taiwan, you will need to post your application for the PCRC to Taiwan directly. TECO Brisbane only certifies your passport copy to be used as part of your application.

***Overseas applications can be made BY MAIL only.**

Steps to follow:

1. Please have your current passport notarised by a [QLD or NT Notary Public](#) (NOT JP). If you have an ARC or used an older passport while in Taiwan, please notarise those documents as well.



2. Make an appointment with TECO Brisbane office to authenticate the notarised passport or ARC copy.



3. Collect the authenticated passport copy from our office.



4. Post all the required application form, your authenticated passport copy, fee and return envelope to the Foreign Affairs Division, Taipei City Police Department.

Please refer to the detailed requirements for passport authentication and Police Criminal Record Certificate (PCRC) as below:

Authenticating your passport copy (Processed by TECO Brisbane)

To authenticate your passport, please prepare and submit following documents to our office in person ([booking is required](#)) or by post.

1. A completed [Application Form for Authentication](#)
Your passport MUST be notarised by Notary Public in QLD or NT (Please see <https://roc-taiwan.org/uploads/sites/10/2019/10/%E3%80%90Website%E3%80%91QLD-NT-Notaries-Public-2020.8.131.pdf>)

2. A prepaid envelope for returning your documents (if applicable)

Authentication fee:

- A\$22.00 per copy for 5 working days standard application
- A\$33.00 per copy for next day urgent application

Payment: cash or **Money Order** for postal application (make payable to: **Taipei Economic and Cultural Office, Brisbane**).

Our Postal Address:

Taipei Economic and Cultural Office, Brisbane

Level 11, 46 Edward Street, Brisbane Queensland 4000

Obtaining a Police Criminal Record Certificate (PCRC) from Taiwan (Processed by Police in Taiwan)

What to include in your application for a PCRC to be posted to Taiwan:

1. A completed [Police Criminal Record Certificate Application Form](#)
2. Proof of identity: a notarised copy of the passport that's been authenticated by TECO Brisbane.
3. Fee & Return Postage:
 - a. US\$7 (cash) for one copy of PCRC to be posted to you by standard/normal post.
 - b. US\$20 (cash) for one copy of PCRC to be posted to you by EMS. (EMS postage is subject to exchange rate. For further queries, please check with the Taipei City Police Department).
 - c. Each additional copy applied at the same time is US\$1(the contents of each PCRC will be the same)
4. A self-addressed envelope

PCRC Application Postal Address:

Foreign Affairs Division, Taipei City Police Department,

No. 96, Yanping S. Rd., Zhongzheng Dist.,

Taipei City 10042,

Taiwan (R.O.C.)

Notes:

1. If you assign an individual to apply on your behalf, you must submit a valid power of attorney (to be *authenticated by the Taipei Economic & Cultural Office in Brisbane*, together with a completed PCRC application form. The assigned individual must present proof of identity when applying/picking up a certificate.
2. An applicant's English name on the certificate MUST be identical to the one shown in the passport.
3. If you have further questions, please call +886-2-2381-7494 or +886-2-2375-2105.

Forms & Reference

- [Taipei City Police Department](#)
- [National police agency, Ministry of the Interior](#)
- [Police Criminal Record Certificate Application Form](#)
- [Power of Attorney](#)