

Visitor Visa for Business Purpose

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REQUIREMENTS

- Application form: Go to website: <https://visawebapp.boca.gov.tw>. Fill out the application form online with your complete name (Surname, First Name Middle Name). Print it out and sign on the second page. Please make sure that the bar-code located on the lower right hand side of the application form is readable.
- Two colored passport-size photos: Place two (2) glossy, passport-size (45 mm in height and 35 mm in width) photos with a white background taken within the last six (6) months on the application form. Composite photos, selfies and altered photos will not be accepted. The applicant must face forward and look directly at the camera, with eyes open and clearly visible. A neutral expression (mouth closed) and natural skin tone are required. Applicants who are unable to close their mouths are excluded from this requirement. The photographs must have appropriate brightness and contrast.
- Passport
The passport must be valid for at least 6 months from the date of the applicant's entry and have blank pages. One photocopy of the passport bio page with the applicant's photo is required.

Business certificates or evidence of business activities

- Invitation letter from a Taiwanese company or organization (indicating daily schedules, accommodation details, and contact information of the contact person in Taiwan).
- Taiwanese company's registration certificate issued by ROC (Taiwan) Government
- Request letter (dispatch/assignment letter) from the applicant's company
- Company's Certificate of Business Name Registration and SEC Registration of the Organization (for applicants employed in local companies in the Philippines)
- Certificate of Employment:
 - The Certificate of Employment shall be issued by the applicant's company indicating the applicant's employment, job assignment to Taiwan, employment commence date, certificate issuance date, as

well as bearing the employer's or HR director's signature and contact information.

- For self-employed applicants, a certificate of business registration as well as proof of sufficient means to cover the applicant's expenses while in Taiwan is required.
- Evidence of business activities of the applicant's company and Taiwan's counterpart, such as business transactions between two companies, ongoing letters, and trading records (LC, remittance receipt...etc.)
- Evidence of funds: Bank statement issued within one (1) month.
- PSA Birth Certificate (only for those with Philippine passports)
- PSA Marriage Certificate (required for married female applicants with Philippine passports)
- Other supporting documents
The applicant may be scheduled for an interview if required. Other additional documents may be required during processing.

Additional requirement for Non-Filipino applicants:

- In addition to the preceding requirements (with the exception of birth and marriage certificates), foreign nationals granted with a long-term or permanent residency in the Philippines must also submit a copy of their Philippine Alien Certificate of Registration (ACR I-Card) as well as entry and exit visa stamps.
- Round trip flight itinerary, proof of accommodation and their travel itinerary in Taiwan.
- Nationals from Afghanistan, Algeria, Bangladesh, Bhutan, Cameroon, Gambia, Ghana, India (Identity Certificate), Iraq, Nepal, Niger, Nigeria, Pakistan, Senegal, Somalia, Sri Lanka, Syria applying for visitor visas, please see [here](#).

NOTICES

1. All documents submitted to this office must be original with one (1) set of photocopies on A4-sized paper and arranged in the order of the requirements listed above. Original documents are to be returned after review.
2. Visas are issued as stipulated by Article 12 of the Statute governing the issuance of ROC visas for foreign passports. As a sovereign nation, the

ROC has the right to refuse visa applications without providing any explanation for such decisions; the visa application fee is not refundable.

3. Please make sure to read other NOTICE here before submission:
https://www.roc-taiwan.org/ph_en/post/8302.html.