

Instructions on Applying for a Certificate of Entry and Exit Dates

1. Legal basis: Article 40 of the Enforcement Rules of the Immigration Act and Article 23 of the Regulations Governing Immigration Inspection and Data Collection and Utilization.

2. How to apply for a Certificate of Entry and Exit Dates (hereinafter referred to as “the Certificate”):

(1) In person application:

- a. Within the state: Visit a local service center of the National Immigration Agency, Ministry of the Interior (hereinafter referred to as “the NIA”).
- b. Overseas: Visit an R.O.C. (Taiwan) overseas mission.

(2) Online application:

Visit the NIA’s website and submit applications online. The use of Citizen Digital Certificates is required. ; or visit the Ministry of Digital Affairs’ s website, access the “MyData platform” page and follow instructions.

The Certificate provided to non-citizen applicants only contains dates of entry and exit. However, citizens (nationals with household registration in the Taiwan area) may apply, only in person, for a Certificate which has names of ports of origin and destinations as its attachment.

The digital records of entry and exit, before 1983 for citizens or before 1991 for foreign persons, are not available. Those who wish to apply for the aforementioned records, please visit a local NIA service center.

Please find the attachment for required supporting documents and notes for in person applications.

3. Fees for the Certificate:

(1) NT\$100 per copy (online applications are free of charge).

(2) For applications at ROC overseas missions, payment in foreign currency equivalent to NT\$100 per copy.

4. No Certificate shall be issued where the NIA determines that the application violates laws and regulations pertaining to the protection of personal data.
5. For application place locations and contact information, please refer to the pages listing “Service Locations” and “Overseas Locations” on the NIA’s global information web portal.

Appendix

Counter Application Document Requirements and Matters for Attention

Applicant Application documents	Application in person (Note 1)	Application not in person		
		Legal representative	Agent	Interested party
Application form (Note 2)	●	●	●	●
Applicant’s valid identity document (original and photocopy) (Note 3)	●	●	●	●
Application subject’s valid identity document (original and photocopy) (Notes 3 and 6)		●	●	
Documentary proof of legal agency relationship (original and photocopy) (Note 4)		●		
Power of attorney (original) (Note 5)			●	
Document attesting to interested party status, issued by a public authority (original and photocopy) (Note 7)				●

Basic identity information (or identity document) of the subject of the inquiry				•
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Notes :

1. An applicant with full legal capacity should apply in person or through an agent; a person without legal capacity or with limited legal capacity must apply through a legal representative, but a person over the age of fourteen with limited legal capacity may apply himself/herself where this concerns an act relating to pure legal benefit or necessity based on their age, status, and daily life (e.g., attending school).
2. The application form for the Certificate:
 - (1) Can be obtained from a special municipality or county/city NIA Service Center or an ROC overseas mission, or can be downloaded from the NIA's global information website.
 - (2) For application at an overseas mission, if it is necessary to have the certificate collected by a relative or friend in Taiwan, please write the name and telephone number of a contact person in Taiwan in the 5th column of the application form.
3. Identity document: For an ROC citizen, this means a national ID card or passport; for a foreign national, this means an ARC, passport, or exit and entry permit.
4. If the documentary proof of legal agency relationship is a household registration transcript, it need not be physically presented.
5. The power of attorney should state: "The applicant XXX, being unable to apply in person, hereby appoints XXX with full power to act on his/her behalf in applying to the National Immigration Agency, Ministry of the Interior, for a Certificate of Entry and Exit Dates."
6. If the applicant is serving a sentence of imprisonment in the Taiwan Area, he/she may submit the original of a power of attorney endorsed with a stamp of approval by the institution in which he/she is incarcerated, in place of his/her

identity document.

7. Document attesting to interested party status, issued by a public authority:

- (1) Such as a notice issued by a court, prosecuting, taxation, land administration, or other such public authority, or a registration form for handling a missing person case opened by a police agency within its three-month validity period. But does not include household registration transcripts, creditor certifications, or other documents that the NIA determines to fall short of proving the applicant's interested party status.
- (2) The interested party certification must clearly indicate the wish to make inquiry of a specified subject's entry and exit record or related wording.