



Taiwan (ROC) Passport Renewal General Information and Instructions

2018.04.17

Information

- It takes 20 working days to process a standard application (an electronic passport). Please note: the processing time begins when we receive a correctly completed application and we have all the information required to issue a passport. Extra time should be allowed for delivery to and from the Passport Office.
- Applying for a new or renewed child passport:
 - (1) Proof of Agreement (Signature) from one parent or guardian for those under 18 years.
 - (2) If parents are in Taiwan, they may need to contact the Bureau of Consular Affairs Ministry of Foreign Affairs in Taiwan:

Head office (Taipei): (02)2343-2888

Central Taiwan office (Taichung): (04)225-10799

Southwestern Taiwan office (Chiayi): (05)2251567

Southern Taiwan office (Kaohsiung): (07)211-0605

Eastern Taiwan Office (Hualien): (03)833-1041

Requirements

- ✓ The completed Passport Application Form.
- ✓ Two identical passport size photos (please refer to Guidelines for ePassport Photographs).
- ✓ Current ROC passport : The most recently issued passport.
- ✓ Proof of your lawful residence in New Zealand : e.g. New Zealand passport, other country passport with New Zealand visa, citizenship certificate, etc.
- ✓ A self addressed Courier & Signature service parcel to enable passport to be returned. Please upgrade your parcel to a Courier & Signature service and add surcharge of Rural Delivery if you live in the rural area.

- ✓ **Application Fees:** The new fees apply to all applications received on or after 1st March 2016. Please note: Application fees are subject to change.
 - NZ\$66.00: For an ordinary e-passport with ten-year validity.
 - NZ\$46.00: For applicants under 14, male applicants who turned 14 and apply an e-passport before December 31 of the year they turn 15, and male applicants who apply an e-passport after January 1 of the year they turn 16, are obligated to serving in the military, and the passport validity term would be shortened due to their service in the military, the fee for an ordinary e-passport is NZ\$46.00.
 - NZ\$15.00: For applicants who cannot wait for the approval and re-issuance of e-passports, instead, obtain a general passport with one-year validity, the fee for the general passport is NZ\$15.00.

Payment Advice:

- (1) Payment can be made by a personal cheque, bank cheque or money order, payable to Taipei Economic & Cultural Office. Please do not send cash through the mail.
- (2) You can also make payments by Internet Banking. (Wellington office only)

Name of bank - ANZ

Name of account - Taipei Economic & Cultural Office

Account number - 06-0565-0063412-00

Please fill out all the required fields to help us identify your payments.

Particulars - applicant's name

Code - The last 4 digit of your ID / PASSPORT number (If you don't have any ID / PASSPORT number, just type "0000".)

Reference - "PASSPORT" or "VERIFICATION"

Extra Requirements

- ✓ **Application Form for Passport Data Amendment:** Application for amending passport data, you should complete and sign the passport amendment application form and to be supported by copies of relevant legal documentary evidence for verification purpose if amendments involve changes in name, place of birth or obtain/transfer your “Overseas Compatriot Identity Endorsement”.
- ✓ **New Zealand Passport:** If you have an “Overseas Compatriot Identity Endorsement” on your passport, please provide your New Zealand Passport and the completed passport amendment application form to our office. This will enable us to transfer your “Overseas Compatriot Identity Endorsement” to your new ROC passport.
- ✓ **The parent's ROC passport:** for those under 18 years.

- ✓ ROC ID Card or Taiwan Household Register Book or Birth Certificate: If your place of birth printing on your ex-passport was not correct, you should complete and sign the passport amendment application form and to be supported by copies of relevant legal documentary evidence such as ROC ID card or Taiwan Household Register Book or Birth Certificate.
- ✓ The certificate of study: According to the Passport regulations for ROC male nationals with military service obligation. Applicants may need to provide "certificate of study" to prove his student status. This is applicable for those male who exited the ROC after January 1st of this year and were sixteen years of age or older. Normally, the current passport is valid for 3 or 5 years and at the last page of the passport has been stamped "Conscription Obligation Pending". If you are unsure about these issues you will need to contact us by phone call (04-4736474 or 09-3033903).

Notes

- If you require a passport in exceptional circumstances, please contact the nearest ROC (Taiwan) government office that provides passport services.
- Please be aware, though all efforts have been taken to ensure English & Chinese version of document are the same, the Chinese version, should be adhered to if there is difference in interpretation of words.

Please lodge your application forms to the following offices near you:

- Taipei Economic & Cultural Office in New Zealand (located in Wellington City) : For lower north island & south island.
Physical address : Level 23, 100 Willis Street, Wellington Central, Wellington 6011
Postal address : PO Box 11-886, Manners Street, Wellington 6142
Tel: (04) 473-6474 / Fax: (04) 472-2430
E-mail: nzl@mofa.gov.tw
Web: www.roc-taiwan.org/nz
- Taipei Economic & Cultural Office in Auckland (located in Auckland City) : For upper & central north island (includes Taupo).
Address : Level 18, 120 Albert Street, Auckland
Tel: (09) 303-3903 / Fax: (09) 302-3399
E-mail: auckland@mofa.gov.tw
Web: www.roc-taiwan.org/NZ/AKL/



▪ Requirements Checklist

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| <input type="checkbox"/> The completed Passport Application Form. | <input type="checkbox"/> New Zealand Passport |
| <input type="checkbox"/> Two identical passport size photos. | <input type="checkbox"/> ROC ID Card |
| <input type="checkbox"/> Current ROC passport | <input type="checkbox"/> Application Fees |
| <input type="checkbox"/> Taiwan Household Register Book | <input type="checkbox"/> Birth Certificate |
| <input type="checkbox"/> A Courier & Signature service parcel | <input type="checkbox"/> The parent's ROC passport |
| <input type="checkbox"/> Passport Amendment Application Form | <input type="checkbox"/> The certificate of study |

▪ Additional documents or information may be requested in support of this application.

- Supporting documents you provide : _____

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