

ATTENTION

Due to the COVID-19 pandemic, all applicants regardless of nationality must apply for a visa to travel to Taiwan until further notice.

The consulate is only open on Monday, Wednesday and Friday.

Please note: All travelers must also carry a COVID-19 test showing a negative result in order to board the plane. The test must be taken within 72 hours of travel to Taiwan.

All travelers arriving in Taiwan will have to Quarantine for a period of 14 days – no exceptions.

Thank you,
VIP Services, Inc.

VIP PASSPORT SERVICES, INC.

2012 Louisiana Street
Houston, Texas 77002
713-659-8472 1-800-856-8472 Fax 713-659-3767
Website: www.vippassports.com Email: vipinfo@vippassports.com



TAIWAN VISA EXEMPTIONS

IF YOU HOLD A PASSPORT FROM ONE OF THE FOLLOWING COUNTRIES, YOU MAY TRAVEL TO TAIWAN WITHOUT A VISA AS LONG AS YOU WILL BE STAYING LESS THAN 90 DAYS:

ANDORRA	AUSTRALIA	AUSTRIA	BELGIUM
BULGARIA	CANADA	CHILE	CROATIA
CYPRUS	CZECH REPUBLIC	DENMARK	ESTONIA
ESWATINI	FINLAND	FRANCE	GERMANY
GREECE	GUATEMALA	HAITI	HONDURAS
HUNGARY	ICELAND	IRELAND	ISRAEL
ITALY	JAPAN	KOREA	LATVIA
LIECHTENSTEIN	LITHUANIA	LUXEMBOURG	MALTA
MARSHALL ISLAND	MONACO	NETHERLANDS	NEW ZEALAND
NICARAGUA	NORTH MACEDONIA	NORWAY	PALAU
PARAGUAY	POLAND	PORTUGAL	ROMANIA
SAN MARINO	SLOVAKIA	SLOVENIA	SPAIN
SWEDEN	SWITZERLAND	TUVALU	UNITED KINGDOM
VATICAN CITY STATE			

IF YOU HOLD A PASSPORT FROM ONE OF THE FOLLOWING COUNTRIES, YOU MAY TRAVEL TO TAIWAN WITHOUT A VISA AS LONG AS YOU WILL BE STAYING LESS THAN 30 DAYS

BELIZE	DOMINICAN REPUBLIC	MALAYSIA	NAURU
ST CHRISTOPHER & NEVIS	ST LUCIA	ST VINCENT & THE GRENADINES	SINGAPORE

IF YOU HOLD A PASSPORT FROM ONE OF THE FOLLOWING COUNTRIES, YOU MAY TRAVEL TO TAIWAN WITHOUT A VISA AS LONG AS YOU WILL BE STAYING LESS THAN 14 DAYS

BRUNEI	THAILAND	PHILIPPINES
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RUSSIA PASSPORT HOLDERS ARE PERMITTED TO ENTER TAIWAN WITHOUT A VISA FOR STAYS UP TO 21 DAYS.

IF YOU DO NOT HOLD A PASSPORT ISSUED BY ONE OF THE COUNTRIES MENTIONED ABOVE, PLEASE SEE NEXT PAGES FOR INSTRUCTIONS TO APPLY FOR A TAIWAN VISA.

THANK YOU,
VIP PASSPORT SERVICES, INC.

SPECIALIZING IN VISAS, PASSPORTS, DOCUMENT LEGALIZATION AND TRANSLATIONS

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WORK ORDER REQUEST FORM

TRAVELER INFO

TRAVELER NAME

TRAVELER DATE OF BIRTH

DATE OF U.S. DEPARTURE

DATE PASSPORT IS NEEDED

VIP FILE LOCATOR NUMBER

DON'T FORGET
TO FAX OR EMAIL
YOUR DOCUMENTS TO
OUR OFFICE FOR OUR
COMPLIMENTARY
PASSPORT/VISA
PRE-CHECK!

BILLING INFORMATION (CHECK BOX IF SAME AS SHIPPING)

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

P.O. OR BILLING REF#:

RETURN SHIPPING INFORMATION (CHECK BOX TO WAIVE SIGNATURE)

CONTACT & COMPANY NAME

ADDRESS (STREET, CITY, STATE, ZIP)

PHONE NUMBER

CELL NUMBER

FAX NUMBER

EMAIL

METHOD OF PAYMENT

CREDIT CARD

CARD NUMBER

EXP. DATE

CVV CODE

SIGNATURE OF CARD HOLDER

AUTH. AMOUNT \$_____

MONEY ORDER

CASHIER'S CHECK

COMPANY CHECK

SPECIAL INSTRUCTIONS: _____

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TAIWAN BUSINESS VISA NON-U.S. PASSPORT HOLDER

DOCUMENTS REQUIRED

PLEASE FORWARD THIS SHEET AND ALL THE REQUIREMENTS TO THE ADDRESS LISTED ABOVE

VALID PASSPORT:	1	APPLICATION (S):	1-ONLINE
PASSPORT TYPE PHOTO (S):	2	TRAVEL ITINERARY:	1-COPY
COMPANY LETTER:	1	LETTER OF INVITATION:	1-COPY

ALL NON - US PASSPORT HOLDERS MUST ALSO SUBMIT VALID PROOF OF U.S. STATUS - U.S. VISA OR PERMANENT RESIDENT CARD.

FOR ALL U.S. VISA HOLDERS, PLEASE BE SURE TO ALSO SEND A COPY OF YOUR MOST RECENT I-94 (VISIT [HTTPS://I94.CBP.DHS.GOV](https://i94.cbp.dhs.gov)).

OTHER: SEE NEXT PAGES FOR MORE DETAILED INSTRUCTIONS.

PROCESSING FEES (PER APPLICANT)

VIP SERVICE FEE: (REGULAR PROCESS)	\$95.00
CONSULATE FEE: (SEE NEXT PAGE)	_____
MONEY ORDER FEE:	\$6.00
** <input type="checkbox"/> SPECIAL HANDLING FEE: (LESS THAN 4 DAY PROCESS)	_____
OTHER FEES: _____	_____
RETURN SHIPPING FEE:	_____
TOTAL: (NO PERSONAL CHECKS PLEASE)	_____

RETURN SHIPPING FEES (SELECT ONE)	
<input type="checkbox"/> PRIORITY OVERNIGHT	\$35.00
<input type="checkbox"/> 2-DAY LETTER	\$27.50
<input type="checkbox"/> 3-DAY LETTER	\$22.50
<input type="checkbox"/> SATURDAY LETTER	\$49.00
<input type="checkbox"/> 1 ST OVERNIGHT LETTER	\$85.00

REGULAR PROCESS TIME:	4 TO 7 DAYS
PLEASE MARK THE APPROPRIATE BOX IF YOU NEED VIP TO REQUEST TO HAVE THE VISA ISSUED IN LESS THAN 4 DAYS FROM THE DAY THAT WE SUBMIT YOUR APPLICATION (\$50.00 SPECIAL HANDLING).	

COMMENTS: _____

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TAIWAN BUSINESS VISA NON-U.S. PASSPORT HOLDER

1.) **ORIGINAL SIGNED PASSPORT**

- MUST HAVE AT LEAST 1 BLANK VISA PAGE
- MUST BE VALID FOR AT LEAST 6 MONTHS BEYOND YOUR INTENDED LENGTH OF STAY

2.) **TWO PASSPORT-TYPE PHOTOGRAPHS** (2x2)

3.) **[CLICK HERE](#) TO COMPLETE THE ONLINE GENERAL VISA APPLICATION**

4.) **COPY OF DOCUMENTS VERIFYING THE PURPOSE OF VISIT** SUCH AS AN INVITATION LETTER, AND ANY OTHER RELEVANT DOCUMENTS

5.) **PROOF OF VALID U.S. STATUS:** (PLEASE SUBMIT ONE OF THE FOLLOWING)

- COPY OF THE USA GREEN CARD (NOTARIZED)
- ORIGINAL USA VISA AND I-94 (<https://i94.cbp.dhs.gov/>)

6.) **COPY OF THE TRAVEL ITINERARY**

7.) **COMPANY LETTER OF GUARANTEE**

8.) **CONSULATE FEE:**

<u>VISA TYPE</u>	<u>CONSULATE FEE</u> (REGULAR PROCESS)	<u>CONSULATE FEE</u> (RUSH PROCESS)
SINGLE ENTRY	\$50.00	\$75.00
MULTIPLE ENTRY	\$100.00	\$150.00

VALIDITY: THE NUMBER OF ENTRIES AND THE LENGTH OF STAY IS DETERMINED ON A CASE-BY-CASE SITUATION BY THE ISSUING VISA OFFICER.

SPECIAL NOTE: PLEASE DO NOT PURCHASE NON-REFUNDABLE OR NON-CHANGEABLE AIRLINE TICKETS UNTIL THE VISA IS ISSUED AND THE PASSPORT IS IN HAND.

REVISED: 11-12-2020 SDL

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EXAMPLE OF A COMPANY LETTER OF GUARANTEE

DO NOT ATTENTION THIS LETTER TO VIP SERVICES!

DATE: _____

EMBASSY/CONSULATE OF: _____

GENTLEMEN:

MR. / MRS. **(TRAVELER)** IS ONE OF OUR EMPLOYEES WHO IS
ENGAGED AS **(POSITION)** FOR **(COMPANY NAME)**. MR. / MRS.

(TRAVELER) PLANS TO VISIT **(CITY)** FOR THE PURPOSE OF **(DETAILED
EXPLANATION OF TRIP)** WITH **(COMPANY TO BE VISITED)**.

MR. / MRS. **(TRAVELER)** WILL BE DEPARTING THE UNITED STATES ON
(DATE) AND WILL BE STAYING FOR **(LENGTH OF TRIP)**. OUR COMPANY,
(EMPLOYER), WILL GUARANTEE MR. / MRS. **(TRAVELER)** MAINTENANCE
AND WILL BE RESPONSIBLE FOR HIS / HER WELFARE WHILE IN YOUR
COUNTRY. HE / SHE IS IN POSSESSION OF SUFFICIENT FUNDS FOR HIS / HER
STAY AND HAS PREPAID TRANSPORTATION TO RETURN TO THE UNITED
STATES.

WE WOULD BE VERY APPRECIATIVE IF YOU WOULD ISSUE MR. / MRS.
(TRAVELER) THE APPROPRIATE **(SINGLE OR MULTIPLE)** ENTRY BUSINESS VISA
AT YOUR EARLIEST CONVENIENCE.

THANK YOU,

(SUPERVISORS SIGNATURE)

PLEASE BE SURE THAT THE PERSON WHO AUTHORIZED YOUR TRIP SIGNS THIS LETTER. THE TRAVELER SHOULD NOT SIGN THIS LETTER.