

Letter of long-term appointment for inspection of imported alcohol

_____ is appointed as an agent for our company (business) to deal with procedures regarding inspection of imported alcohol to the Ministry of Finance from ___/___/___(YYYY/MM/DD) to ___/___/___(YYYY/MM/DD); our company (business) is willing to bear joint liability for our agent's actions on our behalf. The agent will obey related regulations, and take responsibility for it; if not, our company (business) will bear all legal responsibility. to the Ministry of Finance

Date:

Obligor of the Application	Name of Company	(Stamp)		
	Uniform No.			
	Address			
	Tel. No.			
	Name and Address of Representative			
Agent	Name of Company	(Stamp)		
	Uniform No.			
	Address			
	Tel. No.		Fax	
	Name and Address of Representative			

Note by Ministry of Finance:

Date of receipt: Document no.: The letter of appointment no.:	Examiner:
---	-----------

Instructions:

1. This letter is suitable for companies (businesses) which are appointed by the same alcohol importer to be in charge of application for imported alcohol inspection long term. Said company (business) shall provide the certificate of appointment to the Ministry of Finance to register and issue the number of the certificate of appointment. After registering, the agent may fill in the number of the certificate of appointment on the application form, instead of providing the certificate of appointment on a case-by-case basis.
2. If there is any change or discharge the abovementioned appointment, importers shall notify the central competent authority in writing.
3. "Obligor of the Application":
 - (1) "Name of Company": Please fill in the name of company and the seals of company and representative of the obligor of the application.
 - (2) "Uniform No.": Please fill in the uniform invoice number of the obligor of the application.
 - (3) "Address": Please fill in the location of the organization of the obligor of the application.
 - (4) "Tel. No.": Please fill in the telephone number of the location of the organization of the obligor of the application.
 - (5) "Name and Address of Representative": Please fill in the name and address of representative of the obligor of the application.
4. "Agent":
 - (1) "Name of Company": Please fill in the name of company and the seals of company and representative of the agent.
 - (2) "Uniform No.": Please fill in the uniform number of the agent.
 - (3) "Address": Please fill in the location of the organization of the agent.
 - (4) "Tel. No.": Please fill in the telephone number of the location of the organization of the agent.
 - (5) "Name and Address of Representative": Please fill in the name and address of representative of the agent.
5. "Note by Ministry of Finance" is for the use of the authority-in-charge. Please do not fill in.