

## Periodic Stamp Tax Payment (Change) Application

1. Application Item:

χ File for payment by sum: As this unit issues (receives) a lot of certificates for stamp tax, a periodic stamp tax payment by sum is required in accordance with Paragraph 2, Article 8 of the Stamp Tax Act.

χ Change item: This unit ☐ name ☐ person-in-charge ☐ address changed, file for records and inspections.

2. Enclosed herewith are two printing models.

To:

Local Tax Bureau, \_\_\_\_\_ County/City

Applying Party: Seal

Business Administration No (or the Tax Code of Withholding Agencies):

Telephone No:

Address:

Person-in-charge: Signature/Seal

ID No: Telephone No:

Address:

Date: yyyy/mm/dd

## Stamped Sample with a Countermark on Stamp Tax Certificate

4 cm	
Unit Name	
Certificate Name This 「        」 stamp tax paid by sum.	
3 cm	
County/City	Person-in-charge

Note: Certificate name should be carved clearly, for example, the unit which issued receipts should carve 「 receipt of monetary payment 」 「 receipt of interest 」 , or the unit which receives certificate from outside withholding stamp tax should carve 「 receipt of dividend paid 」 「 receipt of interest paid 」 etc.

Sample:

4 cm	
Private Mei Mei English Tutorial School	
Stamp tax of this receipt of tuition and fees paid by sum.	
3cm	
Taoyuan County	Person-in-charge: Wong Hsiao Mei

## 印花稅總繳（變更）申請書

### 1、申請項目：

☐申請總繳：本單位<sup>書立  
收受</sup>應貼印花稅票之憑證甚多，  
請准予依照印花稅法第8條第2項規定按期彙總繳納。

☐變更項目：本單位☐名稱、☐負責人、☐地址變更，請准予備查。

### 二、檢附總繳印模2份。

此 致

局(處)

申請單位：

營利事業統一編號

或 扣繳編號：

蓋章：

電話：

地址：           縣           鄉鎮           村           路           段           巷  
                  號           樓           里           街                   弄  
                  市           市區

負責人：

身分證統一編號：

地址：           縣           鄉鎮           村           路           段           巷  
                  號           樓           里           街                   弄  
                  市           市區

蓋章：

電話：

中華民國           年           月           日

### 彙總繳納印花稅憑證加蓋戳記式樣

.....四公分.....

總繳單位名稱	
(憑證名稱) 本「.....」 印花稅總繳	
縣市別	負責總繳人

.....  
三公分  
.....

**注意：** 憑證名稱必須分別刊刻清楚，例如自行書立發出之應納印花稅之「銀錢收據」「利息收據」，或收受外來憑證代扣印花稅之「給付股利(息)收據」「給付利息收據」等。

範例：

.....四公分.....

私立美美英語補習班	
本學雜費收據 印花稅總繳	
桃園縣	負責總繳人：王小美