

11月30日起要換車牌了! 我該怎麼做?  
I need to get a license plate starting from November 30, 2022  
What should I do?

電 動 自 行 車

Electric bicycle

微型電動二輪車

# Mini Electric Two-wheel Vehicle

以電力為主，最大行駛速率在25km/hr以下，且車重不含電池在40kg以下或車重含電池在60kg以下之二輪車輛  
This includes electric-powered vehicles with a maximum speed of 25km/hr that weigh 40 kg or less without a battery or 60 kg or less with a battery.

申領牌照、實車查核、異動登記作業

License plate application

Vehicle inspection

Amended registration process

# Q&A!

# 買了一台全新的微型電動二輪車！

## I bought a Mini Electric Two-wheel Vehicle!



領牌時需要準備以下資料及費用！

Prepare the following information and fee when picking up the license plate

### 1 身分證明文件

#### Identity documentation

\* 個人名義申請者 Application in one's own name

繳驗車主國民身分證正本(或軍人身分證或僑民居留證)

Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)



\* 公司、行號名義申請者

Name of company or business entity applicant

繳驗公司、行號主管機關核准登記之公文(公司含登記表)核發之登記證明書(公司行號名義)為影本者，另繳驗該公司行號最新一期繳納營業稅證明文件影本。

Official document from the competent authority approving the registration of a company or business entity

(including a registration form for companies) When an applicant submits a photocopy of an approved registration certificate (in the name of the company or business entity), the submission should also include photocopies of the latest business tax payment certificate for the company or business entity.

### 4 統一發票

#### Uniform invoice



\* 需註明買受人、車架號碼  
Must clearly indicate the vendee and Vehicle Identification Number (VIN)

### 6 有效期間超過30日以上的強制汽車責任保險證

Compulsory auto liability insurance certificate with a validity of 30 days or more



### 2 實車查核完成之新領牌照登記書

#### The new license plate registration document after passing a vehicle inspection

一式兩份  
In duplicate

\* 製造廠或進口商出廠實車查核者

Vehicle manufacturing plant or importer vehicle delivery inspections

1年內應辦理領牌手續 The license plate must be picked up within a year.

\* 監理單位實車查核者

Motor vehicle office vehicle inspections

合格日起一個月內需完成領照手續

The license plate must be picked up within a month of the vehicle passing its inspection.

### 3 來歷證明

#### Proof of provenance



\* 國產車 Domestic vehicles

國內製造車輛之出廠證明

Delivery certificate for domestically manufactured vehicles

\* 進口車 Imported vehicles

海關進口與貨物稅完(免)稅證明書

Customs import excise tax payment (exemption) certificate



### 5 安全審驗合格證明書

#### Certificate indicating the vehicle passed a safety inspection

### 7 印章

Seal



號牌300元/面

NT\$ 300 for license plate



行照150元/枚

NT\$ 150 for vehicle license

# 使用中未領牌微型電動二輪車。

## A mini electric two-wheel vehicle being driven without a license plate



領牌時需要準備以下資料及費用！

Prepare the following information and fee when picking up the license plate

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#### Identity documentation

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繳驗車主國民身分證正本(或軍人身分證或僑居留證)

Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)

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Official document from the competent authority approving the registration of a company or business entity

(Including a registration form for companies) When an applicant submits a photocopy of an approved registration certificate (in the name of the company or business entity), the submission should also include photocopies of the latest business tax payment certificate for the company or business entity.

### 4 統一發票

#### Uniform invoice

\* 需註明買受人、車架號碼

Must clearly indicate the vendee and Vehicle Identification Number (VIN)

\* 如有遺失得由原車主以切結方式辦理

If documentation is lost the original vehicle owner can submit an affidavit.

### 5 有效期間超過30日以上的強制汽車責任保險證

Compulsory auto liability insurance certificate with a validity of 30 days or more

### 2 實車查核完成之新領牌照登記書

#### The new license plate registration document after passing a vehicle inspection

一式兩份  
In duplicate

\* 製造廠或進口商出廠實車查核者

Vehicle manufacturing plant or importer vehicle delivery inspections

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Delivery certificate for domestically manufactured vehicles

\* 進口車 Imported vehicles

海關進口與貨物稅完(免)稅證明書

Customs import excise tax payment (exemption) certificate



以上證件如有遺失，得由原製造廠或進口商出具證明文件。

若原製造廠或進口商主體已不存在，則由微電車相關產業公(協)會出具證明文件方式辦理。

If the aforementioned documents are lost, the original manufacturing plant or importer must provide certified documentation.

If the main office of the original manufacturing plant or importer is no longer in business, the industrial association for mini electric two-wheel vehicles is required to provide certified documentation.

### 6 印章

Seal

AB55678

號牌300元/面

NT\$ 300 for license plate



行照150元/枚

NT\$ 150 for vehicle license



# 已經領牌的微型電動二輪車 過戶，需要實車查核嗎？

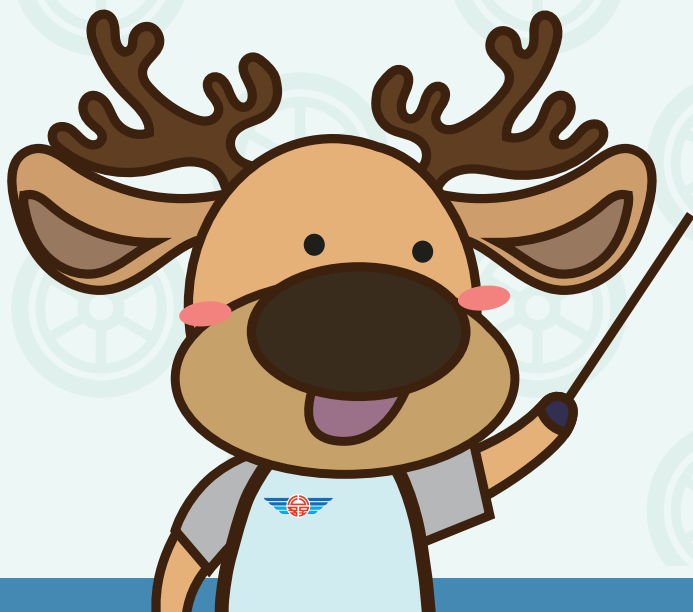
Is a vehicle inspection required for the transfer of vehicle ownership when the mini electric two-wheel vehicle already has a license plate?

**出廠滿5年者** 原則須實車查核!

In principle, vehicle inspections are required five years after a vehicle leaves the factory

例外:自實車查核合格日起6個月內，辦理過戶時免再實車查核!

For example, a vehicle inspection is not required if the transfer of vehicle ownership takes place **within six months of the vehicle passing its first inspection.**



# 微型電動二輪車什麼時候需要實車查核?

## Mini electric two-wheel vehicles When is a vehicle inspection required?



有下列情況時，須辦理查核

Vehicle inspections are required in the following situations:

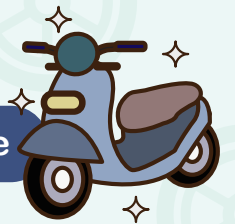
1

全新微電車申請牌照

Applications for a license plate for a brand-new mini electric two-wheel vehicle

製造廠或進口商出廠已實車查核，免再實車查核

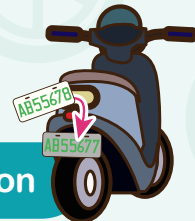
When a vehicle inspection has been conducted by the manufacturing plant or importer on delivery no second inspection is required



2

繳(註)、吊銷重領申請牌照

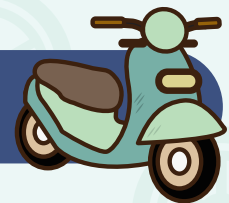
Application for a new license plate after cancellation or revocation



3

使用中且經審驗合格之微電車申請牌照

Application for a license plate by a mini electric two-wheel vehicle that is in use and passed a safety test.



4

遺損換牌

Replacement of a missing or damaged license plate



5

出廠5年以上申請過戶者

Application for transfer of vehicle ownership after the vehicle has left the factory for five years or more

6

車輛失竊後尋獲者

The vehicle is found after being stolen



# 微型⚡電動二輪車實車查核有效期間多久？

## Mini electric two-wheel vehicles For how long is a passed vehicle inspection valid?

製造廠或進口商出廠實車查核者

Manufacturing plant or importer vehicle delivery inspection

**1年內**應辦理領牌手續。

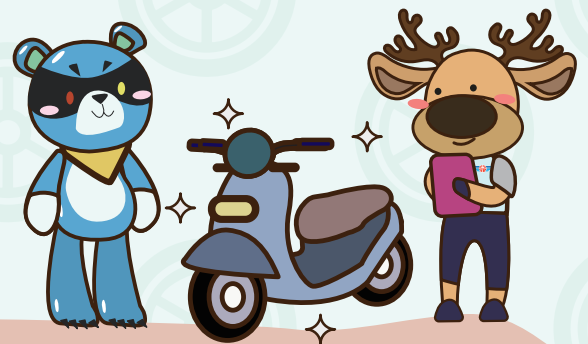
The license plate must be picked up **within one year**.

監理單位實車查核者 Motor vehicles office vehicle inspections

**合格日起一個月內**需完成領照手續，  
逾期應重新申辦。

The license plate must be picked up **within one month of passing  
a safety test**.

Applications must be re-filed if the one month period is exceeded.



各項實車查核均不需費用喔！  
Vehicle inspections are **FREE!!**

微型電動二輪車有哪些項目變更

**「不」需要實車查核**即可辦理變更登記呢？

For mini electric two-wheel vehicles, which item changes

**do not require vehicle inspections for registration alterations?**

依道路交通安全規則第16條第1項規定

Registration alterations are dealt with in accordance with the provisions of Paragraph 1, Article 16 of the Road Traffic Safety Regulations.



已領牌照的情況下，變更以下項目不需要喔！

The following registration alterations, when a license plate has already been picked up, do not require vehicle inspections

1

變更車主名稱

Alteration of vehicle owner's name

2

變更地址

Alteration of address

3

變更證號

Alteration of license number





微型電動二輪車  
Mini electric two-wheel vehicle

**過戶 遺損換牌及重領** 需要準備  
哪些資料?

What information is required for the transfer of vehicle ownership, license plate replacement due to loss and damage and second-time pick-up?

	過戶 Transfer of vehicle ownership	遺失換牌 License plate renewal due to loss	損壞換牌 License plate renewal due to damage	重領 Second-time pick-up
● 過戶登記書 Vehicle transfer registration form	●			
● 異動登記書 Vehicle registration modification form		●	●	
● 新領牌照登記書 New vehicle license plate registration form				兩張 Two sheets
● 行車執照 Vehicle license	●	●	●	
● 身分證明文件 Certified ID document	●	●	●	●
● 有效期間超過30日以上的 有效強制汽車責任保險證 Compulsory auto liability insurance certificate with a validity of 30 days or more	●	●	●	●
● 印章 Seal	買賣雙方 Buyer and seller	●	●	●
● 實車查核 Vehicle inspection	● 五年以上 At least five years	●	●	●
● 代辦人身分證 Attorney ID	●	●	●	●
● 警察機關報案證明單 Stolen vehicle certificate issued by the police		●	● 註3 Note 3	
● 查核違規 Violation identified	●	●	●	●
● 行照規費 Vehicle license fee	150元	150元	150元	150元
● 牌照規費 License plate fee		300元	300元	300元

備註 Note

- 身分證明文件以個人名義申請者，應繳驗車主國民身分證正本(或軍人身分證或僑民居留證)；以公司、行號名義申請者，繳驗公司、行號主管機關核准登記之公文(公司含登記表)或核發之登記證明書(公司行號名義)為影本者，另繳驗該公司行號最新一期繳納營業稅證明文件影本。  
If an individual's ID document is used in the application, an original copy of the vehicle owner's National ID card (military personnel ID or expatriate residence permit) must be submitted; If the ID document submitted is in the name of a company or business entity, a photocopy of the official document approving registration issued by the competent authority (including the registration form for companies) or an issued registration certificate (for business entities), as well as photocopies of the latest business tax payment certificate for the company or business entity
- 若委託他人辦理過戶者，除繳驗第(1)點規定證明文件外，應另繳驗代辦人身分證與微電車所有人有效之駕駛執照或全民健康保險卡或護照等第2身分證明文件。  
If an attorney is entrusted to undertake the transfer of vehicle ownership, other than being required to submit the certified documents specified in (1), the ID of the attorney, a valid driver's license, NHI Card or passport of the owner of the mini electric two-wheel vehicle must be submitted.
- 號牌損壞者，應將損壞之號牌繳回。(缺2碼以內者，得由車主具結辦理，毀損無法辨識者，仍需檢具警察報案證明)  
A damaged license plate must be handed in (if the license plate is missing two or less digits the vehicle owner can deal with the matter. If the license plate has been damaged beyond recognition a police report certificate must be submitted).





# I can't find my driving license for my mini electric two-wheel vehicle

要如何補發  
How do I apply for a replacement?



當有需要補發文件時，請備妥資料如下  
If you need a document reissued the following materials must be submitted.



## 1 身分證明文件 Identity documentation

\* 個人名義申請者 Application in one's own name

繳驗車主國民身分證正本(或軍人身分證或僑民居留證)

Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)

\* 公司、行號名義申請者  
Name of company or business entity applicant

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Official document from the competent authority approving the registration of a company or business entity

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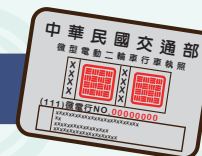
## 2 有效期間超過30日以上的強制汽車責任保險證 Compulsory auto liability insurance certificate with a validity of 30 days or more

## 3 印章 Seal

## 4 行照規費150元/枚 NT\$ 150 for vehicle license

牌照登記書1紙15元

The new license plate registration form costs NT\$15.



行照補發會需要【查核違規】!

A【Violation Inspection】 is required for the reissue of a vehicle license!



# 我的微型電動二輪車需要換車牌！

## I need to renew the license plate for a mini electric two-wheel vehicle!

該如何辦理  
How do I renew it?

若是車牌失竊，請攜帶以下資料，實車查核完成後換領新牌。

If the license plate was stolen, please bring the following information. The new license plate can be picked up after the vehicle inspection.

### 1 身分證明文件

#### Identity documentation

\* 個人名義申請者 Application in one's own name

繳驗車主國民身分證正本(或軍人身分證或僑民居留證)

Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)

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Official document from the competent authority approving the registration of a company or business entity

(including a registration form for companies)

When an applicant submits a photocopy of an approved registration certificate (in the name of the company or business entity), the submission should also include photocopies of the latest business tax payment certificate for the company or business entity.

### 2 異動登記書

#### Registration amendment form

### 3 印章

#### Seal

### 4 行照

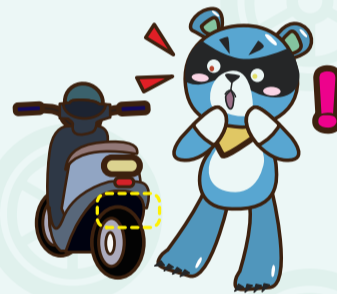
#### Vehicle license

### 5 警察機關報案證明單

#### Stolen vehicle police report

### 6 有效期間超過30日以上的強制汽車責任保險證

#### Compulsory auto liability insurance certificate with a validity of 30 days or more



若是車牌損壞，請攜帶以下資料，實車查核完成後將損壞車牌繳回換領新牌

If the license plate was damaged, please bring the following information. The damaged license plate should be handed in and a new one picked up after the vehicle inspection.

### 1 身分證明文件

#### Identity documentation

\* 個人名義申請者 Application in one's own name

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Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)

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### 2 異動登記書

#### Registration amendment form

### 3 印章

#### Seal

### 4 行照

#### Vehicle license

### 5 有效期間超過30日以上的強制汽車責任保險證

#### Compulsory auto liability insurance certificate with a validity of 30 days or more



# 我的微型電動二輪車失竊!!

## My mini electric two-wheel vehicle has been stolen!

在監理所辦理註銷後警方通知尋獲了，要如何處理呢？

The police told me they found it, but only after I canceled my registration at the Motor Vehicles Office, what should I do?



請攜帶以下資料，辦理實車查核完成後換領新牌！

Please bring the following information and you can pickup the new license plate after a vehicle inspection is completed.

- 1 身分證明文件**  
**Identity documentation**  
 \* 個人名義申請者 Application in one's own name  
 繳驗車主國民身分證正本(或軍人身分證或僑民居留證)  
 Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)  
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 Official document from the competent authority approving the registration of a company or business entity  
 (including a registration form for companies)  
 When an applicant submits a photocopy of an approved registration certificate (in the name of the company or business entity), the submission should also include photocopies of the latest business tax payment certificate for the company or business entity.
- 2 印章**  
**Seal**
- 3 註銷異動登記書**  
**Cancellation of vehicle registration amendment form**
- 4 新領牌照登記書2張**  
**Two new license plate registration forms**
- 5 有效期間超過30日以上的強制汽車責任保險證**  
**Compulsory auto liability insurance certificate with a validity of 30 days or more**
- 6 警方尋獲證明單**  
**A police report indicating the stolen vehicle was found**  
 車牌尋獲需繳回  
 If the vehicle license plate is found it must be handed in



# 我的微型電動二輪車要辦理報廢(繳銷)?

## How do I dispose of (hand in) my minielectric two-wheel vehicle?



請攜帶以下資料，辦理報廢(繳銷)作業!

Please bring the following information to process the disposal (handing in) of a vehicle

### 1 身分證明文件 Identity documentation

\* 個人名義申請者 Application in one's own name

繳驗車主國民身分證正本(或軍人身分證或僑民居留證)

Submit the vehicle owner's original National ID card (military personnel ID or expatriate residence permit)

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Name of company or business entity applicant

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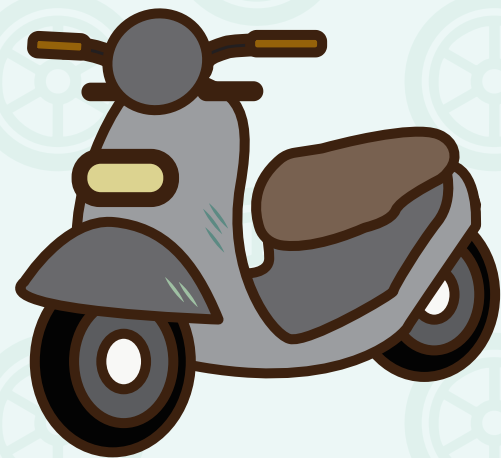
### 2 異動登記書2張 Two Registration amendment form



### 3 號牌1面 License plate



### 4 行車執照 Vehicle license



查核違規。繳銷需帶車主印章!!

Violation check. The personal seal of the vehicle owner is required to hand in a vehicle



# 微型電動二輪車領牌 有需要特別注意的事項嗎？

## Is there anything I need to know when picking up a license plate for a mini electric two-wheel vehicle?

依道路交通管理處罰條例規定，應自111年11月30日起2年內完成

The license plate must be picked up within two years of November 30, 2022 in accordance with the Road Traffic Management and Penalty Act.

登記  
Register



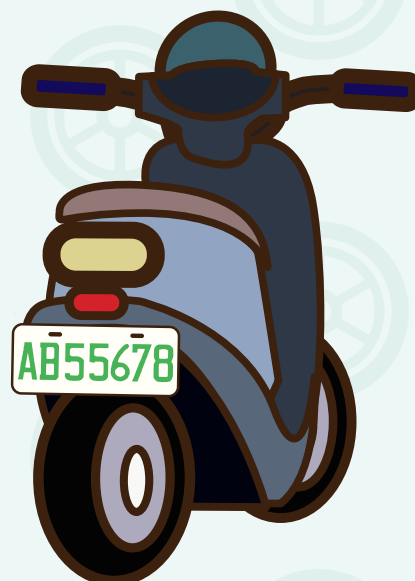
領用  
Pick up



懸掛牌照  
Attach the license plate

逾期未領用者，最重處罰新臺幣3,600元整。

Anyone who fails to pick up their license plate within the allotted period will be fined up to NT\$3,600.



# 您知道公路監理機關 針對微型電動二輪車 實車查核及領牌有提供到點服務？

## Did you know that the highways supervision authority offers point-to-point service for vehicle inspections and license pick-ups for mini electric two-wheel vehicles?

依公路監理機關轄管分區，相關單位提出申請經該區公路監理機關排定服務時間及地點後，實施到點實車查核及領牌服務。

Based on the area of jurisdiction of a highway supervision authority, after a related unit schedules a service time and location, go to the location to have the vehicle inspected and pick up a license plate.

### 申請對象

#### Target applicants

轄區內公司行號、機關、團體、社區、機構、學校、鄉鎮公所及地方自治機關。

Business entities, government agencies, groups, communities, institutions, schools, township offices and local government organs under the jurisdiction of the highways supervision authority.



查詢或使用手機  
平板掃描QR code  
Use a cellphone  
or tablet to  
scan the QR  
code.

### 申請窗口

#### Application window

請洽所在地公路監理機關，聯繫窗口請上網

Contact your local highways supervision authority.

Please look up the contact window online

<https://bit.ly/3TmVfiM>

