

Business Location Enquiry Form for Land Use Zoning Control and Construction Management Requirements

1. Basic Profile

Date: _____

Company/ Business Name		Case No.	
Registered Address	<input type="checkbox"/> (Rm.) _____, _____ F, No. _____, Aly. _____, Ln. _____ Sec. _____, _____ Rd. (St.), _____ Dist. <input type="checkbox"/> In the _____ Public Housing Community		
Actual Business Location	<input type="checkbox"/> Same as the Registered Address <input type="checkbox"/> (Rm.) _____, _____ F, No. _____, Aly. _____, Ln. _____, Sec. _____, _____ Rd. (St.), _____ Dist. <input type="checkbox"/> The Applicant did not provide the address of actual business location		

2. Intended Use of Business Location (Required)

Intended Use of Business Location	To be completed by the Applicant			To be completed by the Enquiry Authority			
	Business Category Codes and Description of Main Business	On-Site Purpose	Urban Planning		Construction Management		
	<u>1</u>		<input type="checkbox"/> for Office Use Only <input type="checkbox"/> main for residence and for office use as well				
<u>2</u>		<input type="checkbox"/> for Office Use Only <input type="checkbox"/> main for residence and for office use as well					
<u>3</u>		<input type="checkbox"/> for Office Use Only <input type="checkbox"/> main for residence and for office use as well					
<u>4</u>		<input type="checkbox"/> for Office Use Only <input type="checkbox"/> main for residence and for office use as well					
<u>5</u>		<input type="checkbox"/> for Office Use Only <input type="checkbox"/> main for residence and for office use as well					

Remarks:

1. For business location that can only be used as an office, it shall not be used for storing, displaying, manufacturing, processing, wholesaling, or retailing purposes. Machineries shall not be stored on-site.
2. On-Site purpose is main for residence and for office use as well, should attach photos to prove residential fact (the overall view of the house) and house plan (hand-painted is ok) and sign or stamp the house plan is the same as on-site.
3. Applicants who attach the number 2 documents, the business location will be reviewed as residence, but if spotted on-site is for office use only, which is not compliance with the requirements of the Land Use Zoning Control and Building Act, the building user and owner will be fined.

3. Information of Business Location (Please complete in full to accelerate the enquiry process)

City Land Use Urban Planning Zone Map: www.zonemap.taipei.gov.tw/showmapMain.aspx

Usage Permit Online Enquiry Website: <http://163.29.37.131/main.jsp?QType=1>

Land No. of Business Location	Land No. _____, Sub-Section _____, Section _____, _____ Dist., Taipei City. Total: _____ parcel(s) of land (as the Land Registration Transcript)	Land Use Zoning	
		Width of Road	
Usage Permit No. of Business Location	Usage Area of Business Location	_____ Square Meters (as the Registered Area of Building Ownership Certificate)	Original Classification Approved in Use Permit

<Explanatory Notes>

1. "1. Basic Profile", "2. Intended Use of Business Location" and "3. Information of Business Location" shall be completed by the Applicant.
2. This Form is required and responded to on the basis of the information completed or provided by the Applicant. If the usage of the business location involves matters provided in the Regional Plan Act, Urban Planning Law or Building Act, the application processes shall be conducted according to such laws and regulations listed above.

The Applicant provides the address of actual business location for Service Counter of Business Location Enquiry and has carefully read the following:

If the review result is not in compliance with the requirements of the urban planning and building administration, for avoidance of being punished due to illegal usage, the Authority will further inform the Applicant of prohibition of business operation at such address, and request the Applicant to choose another legal business location for business operation or delete the illegal scope of business. If declaring not to do illegal usage, the representative should receive the registration documents from the office of mayor in person.

Signed in person by the Representative

*※The Representative of the Company/Business shall personally sign here when agreeing with the above regulation.
In the event of a forged signature, the violator will be liable to all legal responsibilities.*

The Applicant doesn't provide the address of actual business location for Service Counter of Business Location Enquiry and has carefully read the following:

If not providing the address of actual business location, the Authority will request until applicant provides the address of actual business location, in order to make sure that the business location is in compliance with the requirements of the urban planning and building administration.

Signed in person by the Representative

*※The Representative of the Company/Business shall personally sign here when agreeing with the above regulation.
In the event of a forged signature, the violator will be liable to all legal responsibilities.*

Enquiry Result

Enquiry Unit	Enquiry Result	Enquiry Unit	Enquiry Result
The Department of Urban Development	<input type="checkbox"/> _____ Qualified <input type="checkbox"/> For office use only <input type="checkbox"/> Conditionally Qualified <input type="checkbox"/> For office use only <input type="checkbox"/> Subject to the same floor and the floors below are for non-residential use <input type="checkbox"/> Others <input type="checkbox"/> _____ Unqualified <input type="checkbox"/> Subject to the same floor and the floors below are for non-residential use <input type="checkbox"/> _____ only allowed after exaction <input type="checkbox"/> Others <input type="checkbox"/> Please contact the Department of Economic Development for clarification (Technology Industrial Park on Subsection 5 of Wende Section and Subsection 4 of Xihu Section) <input type="checkbox"/> Please contact the Parks and Street Lights Office for clarification. <input type="checkbox"/> It is not on a planned road; please clarify the width of the road. <input type="checkbox"/> _____ Please clarify the business type. <input type="checkbox"/> _____	The Construction Management Office	<input type="checkbox"/> Without a use permit, not violating the use provided in the Building Act <input type="checkbox"/> Exempt from filing usage alteration license for buildings <input type="checkbox"/> _____ Qualified <input type="checkbox"/> _____ Unqualified <input type="checkbox"/> Shall conduct an alteration of the building usage license <input type="checkbox"/> Follow the result of the Department of Urban Development
<input type="checkbox"/> Hi-tech promotion center(1999ext. 1225) <input type="checkbox"/> Parks and street lights office(2381-5132) <input type="checkbox"/> Others			
Enquiry Result :			