

如何向主管機關請領工會登記證書？

How to apply for the applications and issue the registration certificates from a competent authority?

申請核發工會登記證書應檢附下列資料，向其會址所在地之直轄市或縣（市）主管機關申請：

The information should be attached to the application for the issuance of the labor union registration certificate, and it shall register in and apply for certificate of registration from the municipal, county (city) governments where its site is located.

1.發起人連署資料表暨名冊

1. Submit ¹ the name list of its founding members.

2.發起人本業工作證明或足資證明從業事實之文件

2. The founding member of employment certificate

3.籌備會議紀錄(請檢附簽到冊)

3. Preparatory meeting minutes (Please attach the attendance book)

*Mark 1 : The name list of its founding members referred to the preceding paragraph shall record their names, methods of contact, job or information and materials to prove the worker status, and signatures.



4.公開徵求會員之證明資料

4.recruiting members openly certification information

5.成立大會會議紀錄(請檢附簽到冊)

5.Conference minutes of the meeting(Please attach the attendance book)

6.工會章程

6.Charter of the union

7.會員名冊(應記載姓名及聯絡方式)

7.The ²member list

8.第1屆理監事名冊(應記載職稱、姓名及聯絡方式；
理事長應載明住居所)

8.The ³1st list of Directors and Supervisors

9.工會圖記印模一式3份

9.the imprints of it official seal in triplet

10.其他

10.other

*Mark2 : The member list referred to shall record their names, methods of contact.

*Mark3 : The 1st list of Directors and Supervisors referred to shall record their names, methods of contact. ; Methods of contact and residence of the chairperson of the board of directors.

