

辦理汽燃費各項業務應備證件一覽表

Requirements for Vehicle Fuel Fee

項目 Items 應備證件 Required Documents	汽燃費查詢 Fuel Fee Inquiry	補開汽燃費繳款單 Fuel Fee Payment Notices Reissuing	開立汽燃費之違費、 強制執行費用 Fuel Fee Penalty and Enforcement Fee Issue	外島車拋減汽燃費 Fuel Fee Resume for Islands Area Vehicle	汽燃費退費 Fuel Fee Refund
出示行照 / 車號&車主姓名 Present the Vehicle Registration or the Plate No. & Owner's Name	V	V	V		
車主身分證正本 Owner's ID Card				V	
受委託人身分證正本 Proxy's ID Card					V
行照正本 Vehicle Registration				V	
車主印章 (公司車：公司章及 負責人印章) Owner's Seal (Company vehicle : Seals of Company and Owner)				V	V
收據影本 Copy of Receipts					V (重複繳納請帶 2 張 收據正本) 2 original receipts for duplicated payment case
車輛異動登記書影本 Copy of Registration Forms					V

備註：

※汽車燃料使用費退費：

1. 汽、機車因報廢、繳銷、註銷、停駛之溢繳汽車燃料使用費，於辦理車籍異動完成後直接至 3 號窗口開摺退費憑單。
2. 重複繳納者，應檢據向車籍所在地監理機關申辦。

※Fuel Fee Refund：

1. After completing the vehicle changing registration of disposal, revocation, cancellation and suspending, please go to the counter No.3 to apply Fuel Fee refund.
2. In duplicated payment case, please take 2 original receipts to the registered motor vehicles supervision office to apply Fuel Fee refund.

