

(Example Template)

National Property Administration, Ministry of Finance

Branch Formal Letter (Draft)

Agency Address:

Contact Method:

Recipient:

Date:

Document number:

Speed category:

Level of confidentiality and decoding condition or timeframe:

Attachment: as explained below

Subject: Please be advised that for your application of **passageway** of national land Number ○○ in ○○ **Subsection** ○○ **Section** of ○○ Village (Town, City, District), ○○ County (City), please make the **passage** right payment along with the affidavit before Year ○○, ○○Month ○○Day.

Explanation:

1. Your application dated Year ○○, ○○Month ○○Day has been processed.
2. The area of the pre-consented passageway of the national land in this case is ○○ square meters (the position is as in the attached map). **According** to 8.(1) of the 'Operations Points on National Land Providing **Passage** Right', the price is calculated based on an annual interest rate of 5% of the land price of the year the consent is granted. **The** amount of 50 years' worth is collected for a total of ○○○○ New Taiwan Dollars. (Please refer to the attached calculation table.)
3. **【** Description on payment method (including installment payments) **】** .
4. (The applicant must be notified **should** there be a change in management right or ownership of the national land.)
5. Please attach two copies each of 'Affidavit of Application for

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Passage on National Land' and map. **Please** affix seal on the application after completion and on page seams and deliver to the Administration.

Hard Copy: 000

Carbon Copy:

Transcribed Copy:

○ ○ ○, Branch Director