

# 雙掛號郵件代領取委託書

本人 \_\_\_\_\_ 因故無法親自領取郵件，  
茲委託 \_\_\_\_\_ 代為領取。

此致

總務處文書組

委託人簽名或蓋章：

身份證字號(後4碼)：

受委託人簽名或蓋章：

身份證字號(後4碼)：

註：雙掛號郵件(含訴訟(行政)文書  
及掛號郵件收件回執)

中 華 民 國 年 月 日

**Power of Attorney for Collection of Registered Mail  
with AR**

I, \_\_\_\_\_, am unable to collect this mail item in person and hereby authorize \_\_\_\_\_ to collect this mail item on my behalf.

Submitted respectfully to

Documentation Division of the Office of General Affairs

Proxy signature/seal :

Personal ID No. (last 4 digits):

Principal signature/seal :

Personal ID No. (last 4 digits):

Note: Registered mail with AR (incl. judicial (administrative) documents and registered mail requiring advice of receipt)