

# 申 請 書

## Application

茲申請貴機關收容人(編號/姓名)\_\_\_\_\_，因其  
(親屬關係/姓名)\_\_\_\_\_過逝，(Relationship / Name  
of relative) \_\_\_\_\_ of inmate (No. / Name)

\_\_\_\_\_ passed away,

擇定於\_\_\_\_年\_\_\_\_月\_\_\_\_日\_\_\_\_時\_\_\_\_分，於

舉行家祭，

and the private funeral ceremony at home / other place: \_\_\_\_\_

will be hold on (Date:YY/MM/DD)\_\_\_\_\_.

懇請貴機關准予同意於\_\_\_\_年\_\_\_\_月\_\_\_\_日前返家奔喪。

Please grant him/her permission to hasten home for the funeral before

(YY/MM/DD\_\_\_\_\_).

此 致

Sincerely,

法務部矯正署台中看守所

Taichung Detention Center

申請人姓名：

Your Name：

(附身分證正、反兩面影本)

(Copy of both sides of ID card)

身分證字號：

Seal

Identification No. :

與收容人關係 :

Relationship with Inmate :

聯絡電話 :

Your phone No. :

申請人住址 :

Your Present Address :

探視地點住址 :

Address of Funeral Ceremony :

是否願意負擔交通費 :

Will to pay the cost of transportation ? Y/N

中 華 民 國            年            月            日

**Year of the Republic of China: YY/MM/DD**

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應備文件確認 Necessary Document : 死亡證明書正本 Certificate of Death  
(Original)、訃聞 Obituary、足資證明收容人與亡者關係之文件  
Proven document of relationship between inmate and deceased

## 保 證 書

### Guarantee

具保證書人\_\_\_\_\_茲保證貴機關收容人(編號/姓名)

\_\_\_\_\_其(親屬關係/姓名)\_\_\_\_\_ 病危事實屬實，並保證收容人  
喪亡  
返家探視期間，絕對遵守法紀暨貴機關規定事項，倘有脫逃情事，本

保證人願配合貴機關協助緝捕、負責勸告歸案。所具內容如有虛偽不實情事，願負一切法律責任。

I \_\_\_\_\_ (Name of guarantor) do herewith guarantee the truth of \_\_\_\_\_ (Name of relative) of in critical condition ,au d death and comply with the rule and regulation of organization during the period of home visit. If inmate escaped, I would be willing to cooperate with organization. I hereby declare the above statements to be true and confirm with full legal responsibility for any perjuries found.

此 致

Sincerely,

法務部矯正署台中看守所

Taichung Detention Center

申請人姓名：

Your Name：

(附身分證正、反兩面影本)

(Copy of both sides of ID card)

身分證字號：

Identification No.：

與收容人關係：

Relationship with Inmate：

聯絡電話：

Your phone No.：

申請人住址：

Your Present Address :

探視地點住址：

Address of Funeral Ceremony :

是否願意負擔交通費：

Will to pay the cost of transportation ? Y/N

中 華 民 國            年            月            日

**Year of the Republic of China: YY/MM/DD**

## 返家奔喪處理流程

### Process of handling for hasten home for the funeral

- 1、收容人之祖父母、父母、配偶之父母、配偶、子女或兄弟姊妹喪亡時，得准返家奔喪。

Be approved to visit home when inmate's grandparent, parents, parent in-law, spouse, children or siblings passed away.

A. 需備文件：

Necessary Document :

- a. **申請書 Application**

附申請人之身分證正反影本

with copy of both sides of ID card of applicant

b. **保證書 Guarantee**

1. 附保證人之身分證正反影本。

with copy of both sides of ID card of guarantor

2. 保證人須年滿20歲，且非收容人之直系血親、配偶或兄弟姊妹。

Guarantor need to be over 20 years old and not inmate's direct blood relatives, spouse or siblings.

a. **死亡證明書正本 或 亡者除戶之戶籍登記**

**Certificate of Death or Cancelled Transcript of deceased**

b. **訃聞**

**Obituary**

c. **足資證明收容人與亡者關係之文件 例如：戶籍謄本正本**

**Proven document of relationship between inmate and deceased** Eg. Household Certificate

1. 若收容人與亡者不同戶籍，應分別檢附。If the inmate and deceased have different Household Certificate, please provide both.

2. 如該收容人於矯正機關內已填具「申請電子戶籍謄本同意書」，同意機關代其列印電子戶籍謄本者，收容人親屬可免附該收容人之戶籍證明資料。

If inmate filled the application for E-household registration, relative could not provide it.

A. 請於預定返家日期之前五日至本所辦理。

Please submit the application 5 days before visit home.