

MANILA ECONOMIC AND CULTURAL OFFICE – LABOR CENTER
MLC Information Sheet
菲勞中心資料表

DATE FILED 送件日期	Official Receipt Number# 收據號碼 #
Issued by: 發文單位 _____ Approval Letter Number: 發文字號 _____ Date Issued: 發文日期 _____	Number of Employees 人數 :
TYPE OF APPROVAL LETTER 核准函之類別 : New Quota 第一次招募 Old Quota 重新招募 Replacement 遞補可展延 Replacement with Extension 遞補不可展延 Others: (Pls. specify) _____	WORK CATEGORY 工作職稱 : <input type="checkbox"/> Domestic Helper 家庭幫傭 <input type="checkbox"/> Caregiver 家庭看護工 <input type="checkbox"/> Others: (Pls. specify)其他 _____
EMPLOYER' S NAME 僱主姓名	Name and ID No. (or Passport No., if foreigner) 身分證或護照號碼
WARD'S NAME 被看護者姓名	Name and ID No. (or Passport No., if foreigner) 身分證或護照號碼
WORKSITE ADDRESS 外勞工作地點 Telephone/Fax 電話號碼或傳真號碼	
<p>該外勞申請作業不透過 台灣 菲律賓之仲介公司，故於僱用菲勞期間，不得向其收取仲介費、服務費、手續費、……等等不符相關法規規定之費用。</p> <p>SINCE THE EMPLOYER DID NOT AVAIL OF THE SERVICES OF: Taiwan Manpower Agency (TMA) Philippine Recruitment Agency (PRA) NO ON-SITE FEES (PLACEMENT, HANDLING, SERVICE FEES, ETC.) WILL BE COLLECTED FROM THE WORKER DURING THE EMPLOYMENT PERIOD.</p> <p>REMARKS: Please accomplish both in English and Chinese</p>	