

Project for Simplifying Visa Regulations for High-end Group Tourists from Southeast Asian Countries

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Amended on March 1, 2016

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Amended on February 18, 2019

Amended on November 2, 2022

Amended on December 26, 2023

Amended on December 31, 2024

Amended on December 19, 2025

Article	Regulations
1.	<p>This Project has been established to encourage more high-end tour groups from India, Indonesia, Vietnam, Myanmar, Cambodia and Laos to visit Taiwan. The operational process is detailed in Appendix .</p>
2.	<p>High-end tour group definition: Groups of five or more people that include the following types:</p> <p>(1) Escorted tours by designated travel agencies (hereinafter referred to as “Escorted tours”).</p> <p>(2) Incentive tours sponsored by corporations (hereinafter referred to as “Incentive tours”).</p> <p>(3) Fly-cruise tours (groups of tourists who fly into Taiwan, then take an international cruise to a destination and back, and then fly out of Taiwan or those who arrive and depart by a combination of plane and international cruise; hereinafter referred to as “Fly-cruise tours”).</p> <p>The list of designated travel agencies for Escorted tours begins with recommendations by overseas offices of the Tourism Administration, Ministry of Transportation & Communications (MOTC), as well as tourism authorities of other countries. The list is then reviewed and approved by the Tourism Administration.</p> <p>For Incentive groups and Fly-cruise groups not arranged by a designated travel agency, certification of the travel agency’s establishment should be included in the application.</p>
3.	<p>Project period: November 1, 2015 to December 31, 2026. Ongoing review is done to evaluate the project’s effectiveness.</p>
4.	<p>Number of days of stay: In principle, a single-entry visa with a maximum stay of 14 days is issued. However, Fly-tour groups are issued multiple-entry visas with a maximum stay of 14 days. The actual duration of stay shall be based on the dates specified in the group entry and exit application</p>

	The National Immigration Agency (NIA), Ministry of the Interior (MOI), will deny entry to a traveler in the following circumstances: 1) the arrival date on the visa entry field is inconsistent with the actual date of entry, 2) a tour leader is not present who can confirm the tour members or 3) an outbound plane (or ship) ticket for the traveler's return trip cannot be produced.
5.	Visa fees: Based on standard visa fees for foreign passport holders.
6.	<p>Application process and required documents:</p> <p>(1) Group category:</p> <ol style="list-style-type: none"> 1. Escorted tours: Submit applications to the overseas office of the Tourism Administration together with required documents at least 7 working days before arrival. 2. Incentive and Fly-cruise tours: (Up to 40 people may be listed on each form.) For groups of 80 tourists or less, submit the application and required documents to the relevant Tourism Administration overseas office at least 7 working days before arrival. For larger groups, please submit required documents at least as early as indicated here: 81-160 tourists, 8 days; 161-200 tourists, 9 days; 201-250 tourists, 10 days; 251-400 tourists, 11 days. Tours of more than 400 people will be handled on a case-by-case basis. <p>(2) Application processing:</p> <p>Escorted and Incentive tour:</p> <ol style="list-style-type: none"> 1. Initial review is conducted by the Tourism Administration overseas office in charge of the case. It is then forwarded to the Tourism Administration for review and approval. They will then inform the overseas office of the decision and also forward their approval to the Bureau of Consular Affairs (BCA), Ministry of Foreign Affairs (MOFA). 2. The Tourism Administration also sends a list of tour group members to the BCA. The latter will then notify the Tourism Administration of their decision as to permitting the specified travelers to enter the country. They will also notify the travel agency. 3. After receiving this notification from the BCA, the travel agency enters the BCA website and submits e-visa applications through that system. 4. After the e-visas are approved, paper copies of these should be downloaded, printed out, and presented at check-in in the home country in order to board the plane and then enter Taiwan.

		<p>Fly-cruise tour application processing:</p> <ol style="list-style-type: none"> 1. The application is first reviewed by the Tourism Administration's overseas office. If approved, it is then forwarded to the Tourism Administration for final review. The Tourism Administration will then notify the overseas mission and the Tourism Administration's overseas office, and inform the BCA. 2. The travel agency must first fill out the Republic of China Visa Application Form (paper visa) on the BCA website and provide documents such as proof of booking for the cruise to apply for a multiple-entry transit visa at the overseas mission. 3. After the visa is approved, the applicant must enter Taiwan with the paper visa.
	(3)	<p>Required documents:</p> <ol style="list-style-type: none"> 1) Certificate showing that the travel agency is a “designated travel agency” as referred to above (incentive tour groups must provide proof of corporate group organization and corporate license). 2) List of tour members 3) Scanned copy of each tourist’s passport (should have at least six months of remaining validity) 4) Tour itinerary while in Taiwan 5) Signed affidavit from the local (receiving) tour agency 6) (a) The contract between the overseas travel agency and the receiving travel agency in Taiwan, (b) passenger round-trip tickets, (c) accommodation reservations and (d) any other supporting/relevant documentation.
7.	(1)	<p>Notification mechanisms:</p> <p>In principle, high-end tour groups should enter and leave the country in the form of "group entry and group exit." The actual entry/exit approach is managed by the Tourism Administration. Group members are not allowed to leave the group and enter Taiwan individually using a high-end tour group visa. The travel agency should assign the local tour leader to assemble the group members at the departure airport, issue e-visas to all and supervise flight check-in. Travel agencies and local travel agencies are responsible for reporting abnormal situations.</p>
	(2)	<p>Before the group enters the country, if the travel agency becomes aware that a registered member of the group has cancelled due to unforeseen circumstances, or if it discovers that a member of the group plans to abscond, or if a member of the group changes their</p>

		itinerary and cannot participate in the entire trip with the group, the travel agency shall notify the Tourism Administration, which will then inform the National Immigration Agency. The NIA will process the cancellation of visas based on the list provided in the Cancellation Notification Form from the Tourism Administration and inform the Tourism Administration accordingly.
	(3)	Entry Notification: After the group enters Taiwan, the local travel agency shall immediately notify the Tourism Administration. The Tourism Administration consolidates the list of individuals who did not enter the country with the group and notifies the BCA, as well as the NIA. If entry notification is not made in accordance with relevant regulations, the Tourism Administration may, depending on the circumstances, suspend the acceptance of new applications from the designated travel agency.
	(4)	Departure notification: Upon a group's departure, the local travel agency should promptly submit a departure notification form, check the group departure certificate, and report this to the Tourism Administration. If deadlines for submitting this documentation are not met, the Administration may suspend the acceptance of new applications from the designated travel agency, depending on the circumstances.
	(5)	<ol style="list-style-type: none"> 1. Reports on accidents/overstays: In cases where a traveler is injured, dies, goes missing or overstays their visa, the local travel agency shall complete a travel agency tour group incident report within two hours of the incident and report this to the Tourism Administration. The Administration shall notify the NIA, which will follow-up on the report. 2. In cases where a traveler needs to return home early due to family matters or is ill, the travel agency shall notify the Tourism Administration within 24 hours of becoming aware of the issue. The Tourism Administration will then notify the BCA and NIA for follow-up arrangements. 3. In the event of sudden incidents such as natural disasters, weather conditions, or flight rescheduling causing flight disruptions resulting in changes to the entry or exit dates, designated travel agencies or domestic receiving travel agencies shall fill out the Incident Report Form and attach relevant supporting documents (such as flight cancellation notices, new booking records) to report

		to the Tourism Administration. The Tourism Administration will then inform the BCA and NIA through the incident processing procedure, and the NIA will assist with entry and exit matters. If the Taiwan trip is subsequently canceled due to unforeseen circumstances, a cancellation notification shall be processed according to the provisions of the second clause.
8.	Guarantees and control processes:	
	(1)	If a designated travel agency experiences desertion from the group, overstays, or if three or more members of the group go missing, the Tourism Administration may suspend its application qualification for three months. If the number of missing members reaches six or more, the agency will be immediately removed from the list of designated travel agencies for this program. Those removed from the list must wait for a year before being eligible for re-listing, provided they receive recommendations from the Tourism Administration's overseas offices and tourism authorities of other countries, and pass the Tourism Administration's review. For severe violations, the suspension period may be extended to three years.
	(2)	If a tour member overstays, any accommodation and repatriation expenses should be paid by the member of the tour group. If the traveler cannot afford the expenses, the domestic reception travel agency shall be jointly and severally liable.
	(3)	If a designated travel agency is found to have accepted travelers from a non-designated travel agency and helped them apply for the project, the agency may be immediately removed from the designated list.
	(4)	If a local travel agency is found to have twice failed to make full, proper and timely notifications as required by regulations, the agency may be removed from eligibility for this project. Those removed from the list must wait for one year before being eligible for reacceptance. For severe violations, the suspension period may be extended to three years.
	(5)	If a designated travel agency's violation number for tour members leaving a group or overstaying has not reached a level resulting in removal from the project, the violation number may be reset to zero on the day after going one year without any recorded violations.
	(6)	If a designated travel agency has a case of a person leaving the tour group, and provides supporting evidence of actively searching for the

		person to the Tourism Administration, and the NIA determines that it has been helpful in reducing the time for investigation and has no other violations, the agency may be issued a warning and be exempted from the calculation of the number of people leaving the tour group as described in paragraph (1). If an agency accumulates two warnings, it will be counted as one person leaving the tour group.
9.	Other items:	
	(1)	The list of designated travel agencies is regularly reviewed by the Tourism Administration.
	(2)	The overseas office of the BCA may require interviews and supplementary documents when reviewing visa applications. It may decide not to issue visas on a case-by-case basis.
	(3)	The Tourism Administration is responsible for ruling on possible violations of project regulations by designated travel agencies and local (receiving) travel agencies.

Project for Simplifying Visa Regulations for High-end Group Tourists from Southeast Asian Countries

Acronym list:

Tourism Administration (TA)
Bureau of Consular Affairs (BCA)
National Immigration Agency (NIA)

Designated travel agency or corporation applies

Preliminary examination by TA overseas office

Notification of documents required

Documents incomplete

Qualified

Not qualified

Reviewed by TA

Not qualified

Documents:

1. Application form, 2. Tourist list,
3. Tourist passports, 4. Itinerary,
5. Certificate of designated travel agency,
6. Affidavit of Taiwan travel agency, 7. Tour organizing agency and local travel agency contract, tourist round-trip tickets, hotel reservation record.

Reject

Reject

TB sends approved application to the relevant ROC embassy/mission abroad, as well as the overseas offices of the BCA and TA.

Escorted and Incentive Tours

Fly-cruise Tours

In general, BCA issues code that can be used to apply for e-visa. They inform the TA and the travel agency.

Travel agency completes single-entry visa application process on-line.

ROC embassy/mission abroad reviews applications, and may deny some. They inform travel agency of approval.

Travel agency prints out visas and gives them to travelers.

NIA assists with entry and exit matters.

In case of emergencies like natural disasters or flight schedule changes, notify 24 hours in advance for adjustments to entry or exit dates.

If an unusual event occurs, such as an accident: Travel agency must submit a report to the TA within 2 hours of becoming aware of the incident. TA contacts BCA if warranted by event.

Note: an incident report must be submitted to the TA by the travel agency if a tourist suffers injury or death, or has a need to extend his/her stay in Taiwan due to a natural disaster, traffic accident, poisoning, disease or other unanticipated event.

Fly-cruise travel agency applies online to ROC embassy/mission abroad for multiple-entry visas.

ROC embassy/mission abroad evaluates application. Interviews may be requested. Issues paper-based multiple-entry visas for approved travelers.

Tour group lands in Taiwan. Travel agency identifies any no shows before group goes through immigration, and notifies BCA.

If no shows

If an individual does not arrive with their group, his/her visa will be cancelled by the BCA. They will notify NIA. Such notice should be made as soon as the event is known.

Entry into Taiwan after proceeding through immigration. Travel agency notifies TA.

If no shows

Travel agency immediately submits departure report to TA.

TA notifies BCA.

If a person needs to leave a group due to illness/other issue, the travel agency must submit a report to the TA within 24 hours of becoming aware of the issue. TA contacts BCA if warranted by event.

If the report indicates that one or more passengers have overstayed their visa

TA submits a notice of overstaying tourist(s) to the NIA and BCA. NIA will investigate.

TA informs TA overseas office of the case. An investigation begins, and the travel agency may be punished.

Tour concludes

