**馬偕醫學院資訊中心資訊類耗材申請單**

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| 申請人： | | | | 申請日期： | | | | |
| 申請單位： | | | | 聯絡電話： | | | | |
| 項次 | 品項 | | 規格/型號 | | | 數量 | 備註 | |
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| 申請注意事情 | | | | | | | | |
| 1. 申請程序：申請人詳填本單，至資訊中心辦理。 2. 申請碳粉夾、墨水夾請於備註欄填入「設備財產編號」。 3. 部分耗材需額外採購，請正常採購流程日期前提出申請以免無法採購。 | | | | | | | | |
| **申請人** | | **申請單位主管** | | | **資訊中心承辦** | | | **資訊中心主管** |
|  | | (學生社團由學務處核章) | | |  | | |  |