|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **付款單** | | | | | | | |
| **填寫日期\*：** | | | | | | | |
| **申請人\*** | |  | | **申請部門\*** | |  | |
| **付款對象\*** | |  | | | | | |
| **廠商代號** | |  | | **專案代號** | |  | |
| **單據類型** | |  | | **付款類型** | |  | |
| **預計付款日\*** | |  | | **付款金額\*** | |  | |
| **會計科目** | |  | | **會計子目** | |  | |
| **應付貨款明細** | | | | | | | |
| **項次** | **進(退)貨日期**  **請款日期\*** | | **進(退)貨單號**  **請款單號\*** | **進(退)貨**  **金額**  **請款金額\*** | **已(預)付**  **款項\*** | | **可沖金額\*** |
|  |  | |  |  |  | |  |
| **小計\*** | | | | | | |  |
| **折讓金額\*** | | | | | | |  |
| **實付金額\*** | | | | | | |  |
| **匯款(轉帳)明細** | | | | | | | |
| **付款日期** | |  | | **銀行代碼** | |  | |
| **銀行名稱** | |  | | **匯出帳號** | |  | |
| **支票明細** | | | | | | | |
| **支票日期** | |  | | **支票號碼** | |  | |
| **銀行名稱** | |  | | **帳號** | |  | |
| **備註** | |  | | | | | |