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| **合約書需求預訂單** | | | | |
| **申請日期\*：** | | | | |
| **申請人\*** | |  | **所屬部門\*** |  |
| **單號\*** | |  | **需求日期\*** |  |
| **客戶名稱\*** | |  | **專案名稱\*** |  |
| **項次** | **品名/料號\*** | | **數量\*** | **庫存出貨或訂貨\*** |
|  |  | |  |  |
| **備註** |  | | | |