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| **資產報廢申請單** |
| **申請日期\*：** |
| **申請人\*** |  | **申請部門\*** |  |
| **資產類型\*** |  |
| **項次** | **資產名稱\*** | **資產編號\*** | **數量\*** | **報廢****日期\*** | **報廢原因\*** | **資產照片\*** |
|  |  |  |  |  |  |  |
| **備註** |  |