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| **資遣通知單** | | | | | | |
| **通知日期\*：** | | | | | | |
| **受文者\*** | |  | **任職單位\*** | | |  |
| **職稱\*** | |  | | | | |
| **台端因下列原因（打√者）呈奉各級考評核定資遣** | | | | | | |
|  |  | | |  |  | |
| 請於　 年 　月 　 日至人事單位辦理離職手續為荷，並於辦妥手續後由會計單位發給核准之資遣費。  新台幣：○萬○仟○佰○拾元整（NT$○○○）。 | | | | | | |