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| **應收帳款催收表** |
| **填寫日期\*：** |
| **負責人\*** |  | **所屬部門\*** |  |
| **廠商名稱\*** |  | **聯絡人\*** |  |
| **電話\*** |  | **傳真** |  |
| **地址** |  |
| **未收款事由\*** |  |
| **未收款金額\*** |  | **收款期限\*** |  |
| **備註** |  |