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| **資訊資產報廢申請單** |
| **填寫日期\*：** |
| **項次** | **資產名稱\*** | **資產編號\*** | **報廢日期\*** | **報廢原因\*** | **相關照片** |
|  |  |  |  |  |  |
| **備註** |  |