**創意生活設計系學會活動補助申請表**

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| 活動名稱 | |  | | | | | | | | |
| 活動時間 | |  | | 活動地點 | |  | | | | |
| 聯絡人 | |  | | 聯絡方式 | | 電話：  E-mail： | | | | |
| 預計收入 | | | | | | | | | | |
| 序 | 品項 | | | 單位 | 數量 | | | 單價 | 複價 | 備註 |
| 1 |  | | |  |  | | |  |  |  |
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| 3 |  | | |  |  | | |  |  |  |
| 4 |  | | |  |  | | |  |  |  |
| 擬向系辦申請補助 | | | |  |  | | |  |  |  |
| 總計 | | | | | | | | |  | |
| 預計支出 | | | | | | | | | | |
| 序 | 品項 | | | 單位 | 數量 | | | 單價 | 複價 | 備註 |
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| 12 |  | | |  |  | | |  |  |  |
| 13 |  | | |  |  | | |  |  |  |
| 總計 | | | | | | | | |  | |
| 申請人  （請簽章） | | |  | | | | 單位主管  （請簽章） | | | 擬補助金額： |

**創意生活設計系補助辦理活動成果報告摘要表**

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| --- | --- | --- | --- | --- |
| 活動名稱 |  | | | |
| 活動時間 |  | | | |
| 活動地點 |  | | | |
| 參加人數 | 預定參與人數 |  | 實際參與人數 |  |
| 經費執行情形 | 原預算總金額 |  | 實際支出總金額 |  |
| 辦理成效評估  （約300字） | 請說明本活動是否完全按照計畫中預期目標執行？如未能完成，請檢討原因 | | | |
| 心得  （約300字） |  | | | |
| 建議與疑問  事項 |  | | | |
| 備註 |  | | | |

**活動經費收支報告表**

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| **總收入** | | |
| 經費來源（補助機關） | 金額 | 備註 |
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| 合計 |  | |
| **總支出** | | |
| 支出項目 | 金額 | 備註 |
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| 合計 |  | |

**參與人員名單**

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| 序 | 員編或學號 | 姓名 | 序 | 員編或學號 | 姓名 |
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**創意生活設計系學會借用教室申請表**

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| 活動名稱 |  | | | | | | |
| 正式活動時間 |  | | | 活動地點 |  | | |
| 負責人 |  | | | 聯絡方式 |  | | |
| 欲借用教室 | | | | | | | |
| 時間 | | | 教室 | 時間 | | | 教室 |
| 範例：5/24（五）18:00-24:00 | | | DA202 | 範例：5/25（六）00:00-24:00 | | | DA206 |
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| 教室使用人員 | | | | | | | |
| 學號 | | 姓名 | | 學號 | | 姓名 | |
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我 （請親簽並加註日期）明白並同意空間使用之注意事項，如有違反規定之情事，將承擔相應的責任與後果。