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| **可攜式設備借用單** | | | |
| **申請日期\*：** | | | |
| **申請者\*** |  | **申請部門\*** |  |
| **借用設備** |  | | |
| **該設備是否可攜出** |  | **是否攜出該設備** |  |
| **預計借用時間\*** |  | **預計歸還時間\*** |  |
| **借用原因** |  | | |
| **實際借用時間** |  | **實際歸還時間** |  |
| **是否清除硬體資料** |  | | |
| **備註** |  | | |