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| **驗收單V2** |
| **填表日期\*：** |
| **採購單號\*** |  | **採購申請人\*** |  |
| **採購人\*** |  | **到貨日期\*** |  |
| **驗收人\*** |  | **是否為資訊資產\*** |  |
| **項次** | **品名\*** | **數量\*** | **備註** |
|  |  |  |  |
| **合計件數** |  |  |
| **驗收人簽名** |  | **驗收日期** |  |