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| **(社群名稱)** | | | | | | | | | | | | 當次活動簽到表及經費結算 | | | | | |
| 授課講師: | | | | | | | 授課題目: | | | | | | | | | | |
| 時間 | 年　月　日  星期： | | | | 時　　分  　　時　　分 | | | | 地點 | |  | | | | 召集人 |  | |
| 出席人員 | 姓名 | | | 學號 | | 姓名 | | | | 學號 | | | | 姓名 | | | 學號 |
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| 活動經費核銷使用 | 支出項目 | | 金　額 | | | | | 詳細說明支出內容 | | | | | | | 受款人**姓名與NOTEsID** 或**身份證**字號 | | |
| 講座鐘點費 | |  | | | | |  | | | | | | |  | | |
| 印刷費 | |  | | | | |  | | | | | | |  | | |
| 材料費 | |  | | | | |  | | | | | | |  | | |
| 膳食費 | |  | | | | |  | | | | | | |  | | |
| 教學業務費 | |  | | | | |  | | | | | | |  | | |
| 核銷成員 | |  | | | | | | 授課講師簽名 | | | | |  | | | | |