**○○文化健康站【財產清冊】表**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_文化健康站

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **財產****編號** | **財產名稱** | **購置日期** | **型號** | **數量** | **使用年限** | **單價** | **小計** | **保管人** | **經費來源** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

計畫負責人簽章： 製表人簽章：

**使用說明：**

1. 所有獲本會經費購置之財產均列冊，倘若係由文健站母機構自籌或他單位捐贈亦列冊註明來源。

2. 請計畫負責人每半年檢視各保管人管理情況，並清點。