外國文化活動經費補助申請表

Application Form of International Cultural Event Sponsorship

|  |  |  |  |
| --- | --- | --- | --- |
| 申請人姓名Name of Applicant |  | 學號Student ID No. |  |
| 手機號碼Cell Phone No. |  | 信箱E-mail |  |
| 活動名稱Name of Event |  |
| 活動日期Date |  | 活動地點Venue |  |
| 活動議程表Schedule |

|  |  |
| --- | --- |
| 時間Time | 活動Activity |
|  |  |
|  |  |
|  |  |

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| 參與人數Number of Participant | \*包含臺灣師生人數 including \_\_\_\_\_\_\_\_\_\_\_\_ (number of ) Taiwanese |
| 活動目的Event Purpose |  |
| 活動參與對象Participating Object |  |
| 其他Others |  |
| 經費預算表Budget Form |

|  |  |  |  |
| --- | --- | --- | --- |
| 項目Item | 單價Price | 數量Quantity | 小計Total |
| 膳食費Food | 80 |  |  |
| 印刷費Printing |  |  |  |
| 合計Total Count |  |

申請補助金額Funding Expectation Applied：NTD$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

本人同意上述資訊皆屬實。活動經費應由申請人先行墊付，於活動後依照規定於期限內繳交核銷清單及成果報告書至國際事務處；若取消或變更活動，應立即通知國際事務處。I heard by above-mentioned is true. Cost of event should be paid by applicant first, and submit List of Write Off and Report of Event to Global Affairs Office in deadline after event. Once cancel or change details of the event, you should notify Global Affairs Office within 2 days.

申請人簽名Signature of Applicant：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| 審核結果 |
| □不同意補助，原因：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_□同意補助，經費來源為**國際事務處科室經費**，擬補助金額為\_\_\_\_\_\_\_\_\_\_\_\_元，明細如下：

|  |  |  |  |
| --- | --- | --- | --- |
| 項目 | 單價 | 數量 | 小計 |
| 膳食費 | 80 |  |  |
| 印刷費 |  |  |  |
| 合計 |  |

 |
| 承辦單位 | 會辦單位 | 決行 |
| 承辦人組長國際長 | 會計室 | 副校長校長 |