**高雄醫學大學圖書資訊處借書證保證金退費申請表**

**KMU Library Guaranty Fund Refund Application Form**

 申請日期Application Date：　　年(yy)　　月(mm)　　日(dd)

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| --- | --- |
| 身 分 Identity | □校友Alumni □退休教職員工 Retired Faculty □推廣教育學分班 Education Program Student |
| 姓 名 Name |  |
| 行動電話 Mobile |  |
| 保證金收據正本Guaranty fund receipt original copy | □有，請檢附於後 Yes, please attach behind□無，請洽出納組申請保證金收據影本(或相關繳費證明)，並填寫遺失切結書 No, please apply for the guaranty fund receipt copy (or related payment confirmation) via Cashier Section and fill the Loss Affidavit |
| 借書證 Library card | □有 Yes□無，請填寫遺失切結書 No, please fill the Loss Affidavit |
| **領 據 Receipt**茲收到退還借書證保證金費用計新台幣參仟元整I received the refund of library card guaranty fund NT$3,000.此致 高雄醫學大學To Kaohsiung Medical University具領人Recipient signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (簽章)本校採匯款方式退還保證金，作業時間依學校規定。請填寫本人郵局、彰化銀行或元大銀行帳號，並於下方黏貼帳戶存摺封面影本。若非上述金融機構之帳戶，須自行負擔30元跨行匯款手續費。The refund of guaranty fund will be undertake by bank transfer. Please fill in your postal office, Chang Hwa Bank or Yuanta Bank account and attach the passbook copy. For the account outside above financial institution, $30 inter-bank remittances will be charged. |
| 退費帳戶(限辦證者本人)Refund Account(must be same as library card owner)  | 銀行Bank | 銀行Bank: 分行Branch: 帳號Account No.: |
| 郵局Postal office | 局號Branch No.: 帳號Account No.: |
| 存摺封面影本黏貼處Please stick the passbook cover copy here |