**淡水校園學生宿舍寒暑假期間借用宿舍硬體設備檢查紀錄表**

|  |  |  |
| --- | --- | --- |
| 借用單位名稱： | 借用單位負責人： | 聯絡電話： |
| 進住日期： 年 月 日 | 借用單位檢查人： | 住輔組檢查人： |
| 退宿日期： 年 月 日 |
| 設備存在請註記：○，存在但損壞請註記：▲ ，遺失請註記：X 間數： 間 |
| 寢室號碼 | 項目 | 電話 | 更衣廉 | 椅子 | 衣櫃鎖扣及把手 | 桌抽鎖扣及把手 | 百葉窗 | 紗窗 | 窗戶玻璃 | 冷氣空調度數 |
| 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 上 | 下 | 進住度數 | 合計 |
| 退宿度數 |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 進住 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 退宿 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

ASDX-Q03-001-FM043-01