

國立中興大學校本部門禁管制時段車輛進出校園申請單
National Chung Hsing University Campus Entry/Exit Application Form
for Restricted Time Periods

申請單位 Application Section			
申請人 Applicant		單位主管 Section Supervisor	
聯絡電話 Contact Phone			
申請事由 Reason for Application			
停放地點 Parking Location		車 號 License Plate Number	1.
車輛數 Number of Vehicles			2.
			3.
			4.
			5.
申請時間 Application Time	年 月 日 時 分至 年 月 日 時 分入校 Year/Month/Day/Hour/Minute to Year/Month/Day/Hour/Minute (Entering)		
	年 月 日 時 分至 年 月 日 時 分離校 Year/Month/Day/Hour/Minute to Year/Month/Day/Hour/Minute (Exiting)		
擬辦意見 Opinions and Suggestions	<input type="checkbox"/> 車輛已辦理識別證 Vehicles have identification badges <input type="checkbox"/> 無證車輛依停放時間自行繳費離校 Vehicles without badges will pay for parking according to the parking time <input type="checkbox"/> 預繳停車費 Prepay parking fee		
補充說明 Supplementary			
事務組(駐警隊) Business Section(Campus Security)		總務處 Office of General Affairs	校 長 (二層決行) President (Second-level decision)
承辦人 Undertaker	單位主管 Section Supervisor		

備註 Remark	<p>1、如奉核可入校，停放未逾30分鐘免予收費；逾時依本校校園汽機車收費要點收費。 If approved to enter the campus, parking for less than 30 minutes is free of charge; overtime is charged according to the campus vehicle parking fee guidelines.</p> <p>2、汽車請於週一至週五上班時間提出，國定例假日恕不受理申請作業；申請時間最長不得超過壹週（7日）。車輛入校後，僅限於申請時段停放，未依限駛離校園，依本校校本部校園交通管理辦法辦理。 Applications for cars must be submitted during working hours from Monday to Friday. Applications are not accepted on national holidays. The application period cannot exceed one week (7 days). After entering the campus, vehicles are allowed to park only during the approved time period. If the vehicle is not removed from the campus within the time limit, it will be handled according to the university's campus traffic management regulations.</p> <p>3、申請門禁管制時段<u>00:30~06:00</u>進出校之流程如下(3天內與4-7天，最長不超過一週)： The process for applying to enter/exit the campus during restricted time periods (00:30~06:00) is as follows (for periods within 3 days and for 4-7 days, not exceeding one week):</p> <p>(1) 3天內：①填妥申請表→②送駐警隊核章→③陳事務組核章→④進出校前一日下午五時前送達駐警隊留存。 Within 3 days: ①Complete the application form→②Submit to the Security Team for approval→③ Submit to the General Affairs Office for approval→④ Deliver to the Security Team by 5 PM the day before entry.</p> <p>(2) 4-7天：①填妥申請表→②送駐警隊核章→③陳事務組核章→④陳總務處核章→⑤多日進出於一週前送達駐警隊留存。 For 4-7 days: ①Complete the application form→②Submit to the Security Team for approval→③ Submit to the General Affairs Office for approval→④ Submit to the General Affairs Office for final approval→⑤Deliver to the Security Team one week before entry for retention.</p> <p>4、本單奉核後，原件請送駐警隊留存。 After approval, the original document should be sent to the Security Team for retention.</p>
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