| 臺中市政府建設局及所屬機關(工務車及特種車)派車單 | | | | | | | | | | | | | | | | | | | | |
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| 年 月 | | |  | |  | | |  |  |  | |  | |  | |  | |  |  | |
| 申請單位 | | | | | | | | | | | | | | | | | | 核派單位 | | |
| 日期 | 派工事由 | 車輛種類 | | 車號 | | 裝載物料  品名 | 目地的 | | | | 搭乘人數 | | 駕駛人  簽章 | | 派工員  蓋章 | | 主管核章 | 車輛管理人蓋章 | | 主管蓋章 |
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| 說明： 1.車輛借用人須填寫派車單，並經單位主管核章後，擲送車輛管理人員辦理調派車輛。 2.因緊急情況或因不可抗力因素致未完成派車程序，應於事後第一個上班日或狀況解除後七日內完成補辦手續。 | | | | | | | | | | | | | | | | | | | | |