

購 買 校 簿 表 格 Application Form
(purchasing student workbooks, plastic files)

series # P-001/1718

同學 / 教職員購買學生用簿、膠快勞...程序：

- (1) 逢星期五(如遇假期，提前一個上課天)08:00-13:00
班長/教職員集齊款項連同申請表格交到會計室
- (2) 逢星期一(如遇假期，順延一個上課天)08:00-13:30
班長/教職員到會計室取回已購買的學生用簿、膠快勞...

Procedure of purchasing student workbooks, plastic files for students and staffs:

- (1) Every Friday (if it is holiday, move forward one teaching day) 08: 00-13: 00
class master / staffs need to hand in the fees together with the application forms to the Accounting Office
- (2) Every Monday (if it is holiday, postphone to next teaching day) 08: 00-13: 30
class master / staffs need to collect the purchased student workbooks, plastic files, etc from the Accounting Office

種類 Item	細明 Details	價格 Unit Price	數量 Quantity	金額 Amount
九宮格簿 / Chinese Calligraphy Book		1.8		
週記簿 / Journal Book		6		
大格簿/ NCS Excise Book		3.1		
小單行簿 / 6.5" x 8" Single Line Exercise Book		1.6		
大單行簿 / 7.5" x 10" Single Line Exercise Book		3.1		
音樂簿 / Music Book		2		
學生手冊 / Student Handbook		18.9		
畫簿 / Sketch Book		12		
A4 五層文件套 / A4 multi-layer plastic file	紅色 / Red	5.7		
	黃色 / Yellow	5.7		
	藍色 / Blue	5.7		
A4 單層文件套 / A4 single-layer plastic file	紅色 / Red	1.8		
	黃色 / Yellow	1.8		
	藍色 / Blue	1.8		
牧童笛 / Scoprano Recorder		26		
吹管 / Pinanica EXT.D Pipe		20		

請填寫總數 / Total



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(班長/class master) (教職員/staff)

申請人姓名 / Name of applicant : _____ 班級/Class: _____ 日期/Date: _____