

此認收回條一式兩份，此份**正本**由以下機構存檔：

This Acknowledgement Receipt is in duplicate, this **original** is kept by –

過剩資產原屬機構 Originating Organisation

過剩資產接收機構 Receiving Organisation

(過剩資產原屬機構應在過剩資產調撥完成後將此認收回條的**副本**遞交予社會福利署存檔

The Originating Organisation should submit a **copy** of this Acknowledgement Receipt to the Social Welfare Department upon completion of the re-allocation )

## 樂齡及康復創科應用基金

### 過剩資產認收回條

## Innovation and Technology Fund for Application in Elderly and Rehabilitation Care (I&T Fund)

### Acknowledgement Receipt of Surplus Item(s)

本人獲機構授權，代表所屬服務單位認收下列獲批樂齡及康復創科應用基金購置的過剩資產，並確認相關資產仍可使用：

I, duly authorised by my organisation, acknowledge receipt of the following surplus item(s) funded by the I&T Fund, and the item(s) is/are confirmed serviceable –

過剩資產原屬機構名稱：

Name of Originating Organisation: \_\_\_\_\_

過剩資產原屬服務單位名稱：

Name of Originating Service Unit: \_\_\_\_\_

過剩資產原屬服務單位地址：

Address of Originating Service Unit: \_\_\_\_\_

過剩資產基金申請檔號：

File Ref. of I&T Fund Application: SWD / \_\_\_\_\_ / I&TF / \_\_\_\_\_

過剩資產產品名稱：

Name of Surplus Item: \_\_\_\_\_

過剩資產產品型號：

Model No. of Surplus Item: \_\_\_\_\_

過剩資產產品數量：

Quantity of Surplus Item: \_\_\_\_\_

備註：

Remarks: \_\_\_\_\_

／續後頁 Continue Next Page

本人知悉須將按照《樂齡及康復創科應用基金手冊》相關要求妥善使用及記錄上述資產，包括但不限於第 2.6 及 5.8 段有關基金資助項目的備存和記錄事宜。社會福利署不會承擔該等資產調撥後導致的任何責任及費用，不論經常或資本開支，包括但不限於任何其後翻新或置換該等資產的開支。

I understand that the above re-allocated surplus item(s) should be properly used and recorded, including but not limited to record in the inventory records of as stipulated in Sections 2.6 and 5.8 of I&T Fund Manual. The Social Welfare Department (SWD) will not accept any liability, recurrent and capital, from the surplus item(s) including but not limited to subsequent replenishment or replacement.

接收機構名稱：

Name of Receiving Organisation:

\_\_\_\_\_

接收服務單位名稱：

Name of Receiving Service Unit:

\_\_\_\_\_

接收服務單位地址：

Address of Receiving Service Unit:

\_\_\_\_\_

接收服務單位電話：

Phone of Receiving Service Unit:

\_\_\_\_\_

接收服務單位電郵：

Email of Receiving Service Unit:

\_\_\_\_\_

接收日期：

Date of Receipt:

\_\_\_\_\_

接收人員簽署\*：

Signature of Receiving Officer\*:

\_\_\_\_\_

接收人員姓名\*：

Name of Receiving Officer\*:

\_\_\_\_\_

接收人員職銜\*：

Post of Receiving Officer\*:

\_\_\_\_\_

\* 接收人員須為管委會授權適當職級的管理人員  
*Receiving Officer should be a management staff member duly appointed by the Board of Management.*