附件2：

**南京艺术学院报废物品移交清单**

**部门名称：**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **报废移交物品名称** | **计算机** | | **打印机** | **复印机** | **传真机** | **空调** | | | **电视机** | **服务器** | **其他** |
| **台式** | **便携式** | **挂壁** | | **柜式** |
| **移交数合计** |  |  |  |  |  |  | |  |  |  |  |
| **回收数合计** |  |  |  |  |  |  | |  |  |  |  |
| **移交数与回收数差异说明** |  | | | | | | | | | | |
| **移交部门：**    **（公章）**  **经办人：（签字）**  **联系电话：** | | | | | | | **回收部门：**    **（公章）**  **经办人：（签字）**  **联系电话： 移交时间：** | | | | |