

**國立成功大學圖書館借還書保證書**  
**NCKU Library Borrowing Guarantee Form for Faculty/Staff**

證號(Card No.)：

AI05002-001-3.1

申請人：_____	系所單位：_____
(Applicant Name)	(Department)
識別證號：_____	身分證字號：_____
(Faculty/Staff ID Number)	(National ID No.)
職稱：_____	聯絡電話：_____
(Position)	(Tel No.)
生日：_____	行動電話：_____
(Birth Date)	(Mobile Phone No.)
地址：_____	
(Address)	
E-MAIL：_____	

RFID No.：\_\_\_\_\_ 聘用有效期限：依聘書為準  
(此欄由館員填寫) (Expiration Date)：According to the Contract Period.

**備註(Note)**

- 請提供聘僱相關證明文件、身分證、照片一張，線上申請者於領取借書證時請出示前述文件正本。  
Please provide your NCKU employment contract, national ID card, and one recent photo. Online applicants shall present original copies of the aforementioned documents for inspection when picking up the actual card.
- 若保證人離校或退休，則須重新填寫借還書保證書。  
If guarantors left the school or retired, applicants must find another guarantor and refill this form.

.....以下由保證人填寫.....  
(For guarantor to fill out.)

茲保證上述申請人，願遵守圖書館借還書之相關規則。若該君離職時有圖書逾期未還、毀損、遺失或未繳滯還金情形，本人願負連帶賠償責任。

I hereby certify that the above applicant will abide by all regulations of the NCKU Library. If applicants left the school without notice, I will be responsible for any materials, loss or fines incurred on this card.

保證人(Signature of Guarantor)：_____ (簽章)	系所圖章：
識別證號(Faculty/Staff ID Number)：_____	<div style="border: 1px solid black; width: 100px; height: 100px;"></div>
職稱(Position)：_____	
聯絡電話(Telephone No.)：_____	

**備註(Note)**

保證人須為本校編制內之教職員，另有規定者，從其規定。

Only full-time faculty or civil servant of NCKU can act as guarantors unless otherwise prescribed by applicable regulations.

經辦人：_____	主管：_____	年 月 日
(Library Staff)	(Director)	(Date)

