

國立中興大學對外服務之收入處理表

National Chung Hsing University External Service Income Handling Form

校內編號 Internal Reference No		表 號 Form Number	(計畫業務組填寫) (Filled out by the Project Business Division)
主持人 Principal Investigator		執行單位 Execution Unit	
聯絡人 Contact Person		聯絡電話 Contact Telephone	

Basic Information of the Service Case 本服務案之基本資料	服務對象名稱 Name of Service Recipient	(請寫全名)(Please write the full name)
	服務日期 Service Date	自民國____年____月____日起至民國____年____月____日止
	服務內容概述 Overview of Service Content	
	服務性質 (請擇一勾選) Nature of Service (Please select one)	<input type="checkbox"/> 檢測檢驗 (含鑑定分析) Testing and Inspection (including identification and analysis) <input type="checkbox"/> 技術服務 (含實地勘察) Technical Services (including on-site inspection) <input type="checkbox"/> 諮詢顧問 (含計畫審查、技術諮詢) Consulting Services (including project review, technical consultation) <input type="checkbox"/> 產學技術聯盟之會員費 (於會員退會時不退還會員費者, 應繳納營業稅) Membership Fee for Industry-Academia Technology Alliance (if membership fee is non-refundable upon withdrawal, business tax must be paid) <input type="checkbox"/> 其他 Other
	本服務案之營業稅徵免情形 (請詳閱營業稅說明) Business Tax Exemption Status of this Service Case (Please read the business tax explanation carefully)	本服務案是否為 本校研究 計畫或契約約定之各類 研發 及其應用事項: Is this service case part of the university's research projects or contracts related to various R&D and their applications? <input type="checkbox"/> 是, 免稅(計畫校內編號 ^{如附註} : _____, 計畫主持人簽章: _____) Yes, exempt from tax (Project Internal Number, Project Principal Investigator's Signature:) <input type="checkbox"/> 否, 應稅 No, taxable
服務價格 Service Price	新臺幣(NTD)_____元 (本服務案如應繳納營業稅, 服務價格請內含 5% 營業稅) (If business tax is applicable, please include 5% business tax in the service price)	

營業稅說明	1. 營業稅為消費稅, 由買方負擔 , 故定價時應將 5% 營業稅額加計於服務價格中, 營業稅額尾數不滿新臺幣 1 元者, 採四捨五入計算。 2. 依財政部 109 年 2 月 26 日台財稅字第 10804666690 號令, 學校辦理產學合作取得收入之營業稅課徵, 應按「專科以上學校辦理產學合作收取之各項收入依加值型及非加值型營業稅法第 8 條規定徵免營業稅規定」辦理, 其中, 受託研究費用符合以下各要件者免稅: (1) 學校與「專科以上學校產學合作實施辦法」規定之合作機構 (含政府機關、事業機構、民間團體及學術研究機構) 訂定研究計畫, 或學校依「政府科學技術研究發展或成果歸屬及運用辦法」規定執行科學技術研究發展計畫, 與合作企業訂定研究計畫, 對研究領域人力及物力之投入過程。 (2) 於研究計畫或契約約定各類研發及其應用事項 (例如: 研發過程中所產生之物質交換、檢測檢驗、技術服務、諮詢顧問服務, 或依約定於計畫完成時應提供之研發成果樣品, 或依約定於計畫完成時應提供買受人研究計畫所得具體成果之技術服務、諮詢顧問服務)、研發成果及收入之歸屬與運用。
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<p style="text-align: center;">Business Tax Explanation</p>	<ol style="list-style-type: none"> 1. Business tax is a consumption tax borne by the buyer; therefore, when pricing, the 5% business tax amount should be included in the service price. If the business tax amount is less than NTD 1, round it to the nearest whole number. 2. According to the Ministry of Finance's order No. 10804666690 dated February 26, 2020, the business tax levied on income obtained from industry-academia cooperation by schools should be handled according to the "Regulations for Tax Exemption and Levies of Business Tax for Various Income Obtained by Colleges and Universities from Industry-Academia Cooperation," where research fees are exempt from tax if they meet the following criteria: <ol style="list-style-type: none"> (1) The school establishes a research project with a cooperating organization as defined in the "Implementation Regulations for Industry-Academia Cooperation of Colleges and Universities" (including government agencies, enterprises, private organizations, and academic research institutions), or the school executes a scientific research development project according to the "Regulations on the Ownership and Utilization of Government Scientific Research and Development Results," establishing a research project with cooperating enterprises, involving the input of human and material resources in the research field. (2) <u>The various R&D and application matters agreed upon in the research project or contract (for example: material exchanges, testing and inspection, technical services, consulting services generated during the R&D process, or agreed-upon R&D results samples to be provided upon project completion, or agreed-upon technical services and consulting services regarding the specific results of the research project upon completion) regarding the ownership and utilization of R&D results and income.</u>
<p style="text-align: center;">附註</p>	<p>本校研究計畫包含建教合作專題研究計畫及高教深耕前瞻計畫，計畫校內編號之辨別方式如下：</p> <p style="text-align: center;">校內編號： XXX X. X..... 範例： 109B1001</p> <p style="text-align: center;">說 明： 年度 類別 序號</p> <ol style="list-style-type: none"> 1. 建教合作專題研究計畫：類別碼為 A、B1、C、D2、D5、D6、D7、RA、RB 者。 2. 高教深耕前瞻計畫：類別碼及序號為 S0021、S0022、S0023 者。
<p style="text-align: center;">Notes</p>	<p>The university's research projects include collaborative research projects and forward-looking plans for higher education. The identification method for the project internal number is as follows:</p> <p style="text-align: center;">Internal Number : XXX X. X..... Example : 109B1001</p> <p style="text-align: center;">Explanation : Year Category Serial Number</p> <ol style="list-style-type: none"> 1. Collaborative research projects: Category codes are A, B1, C, D2, D5, D6, D7, RA, RB. 2. Forward-looking plans for higher education: Category codes and serial numbers are S0021, S0022, S0023.

請續填次頁

Please continue filling out the next page

Income Handling Method for this Service Case (Please select one)

本服務案之收入處理方式（請擇一勾選）

免備公文，僅開立繳款憑證

No need for official documents, only issue a payment receipt

請依據「本服務案是否應繳納營業稅」進行選擇，免稅者請勾選「收據」，應稅者請勾選「發票」。
Please choose based on "Whether this service case is subject to business tax," if exempt, please check "Receipt," if taxable, please check "Invoice."

收據 Receipt, 抬頭 Title: _____ (請寫全名) (Please write the full name)

服務對象未付款，請預開收據
Service recipient has not paid, please pre-issue a receipt.

服務對象已以現金/匯款/支票方式繳款，請開立款項業已收訖之收據
(採匯款或支票方式繳款者，請檢附匯款證明文件或支票正本。)
Service recipient has paid by cash/wire transfer/check, please issue a receipt for the payment received. (For wire transfers or checks, please attach the wire transfer proof or original check.)

發票，請填寫下方之「國立中興大學對外服務收入入帳通知單」
(發票不可預開，故服務對象需採現金或匯款方式(須檢附匯款證明)繳款。)
Invoice, please fill out the "National Chung Hsing University External Service Income Notification Form" below.
(The invoice cannot be pre-issued, so the service recipient must pay by cash or wire transfer (proof of wire transfer required).)

備公文並檢送附件

Recipient of Official Document

Recipient of Official Document
公文受文者

正本受文者
Original Recipient

名稱 Name: : _____ (請寫全名) (Please write the full name)
地址 Address : _____

副本受文者
(無則免填)
Copy Recipient
(If none, leave blank)

名稱 Name: : _____ (請寫全名) (Please write the full name)
地址 Address : _____

公文附件
Attachments for Official Document

1. **繳款憑證**：請依據「本服務案是否應繳納營業稅」進行選擇，免稅者請勾選「收據」，應稅者請勾選「發票」。
 Payment Receipt: Please choose based on "Whether this service case is subject to business tax," if exempt, please check "Receipt," if taxable, please check "Invoice."
- 收據** Receipt, 抬頭 Title: _____ (請寫全名)(Please write the full name)
- 服務對象未付款，請**預開**收據請款。
 Service recipient has not paid, please pre-issue a receipt.
- 服務對象已以現金/匯款/支票方式繳款，請開立**款項業已收訖**之收據。(採匯款或支票方式繳款者，請檢附匯款證明文件或支票正本。)
 Service recipient has paid by cash/wire transfer/check, please issue a receipt for the payment received. (For wire transfers or checks, please attach the wire transfer proof or original check.)
- 發票**：請填寫下方之「國立中興大學對外服務收入入帳通知單」。(發票不可預開，故服務對象需採現金或匯款方式(須檢附匯款證明)繳款。)
 Invoice, please fill out the "National Chung Hsing University External Service Income Notification Form" below.
 (The invoice cannot be pre-issued, so the service recipient must pay by cash or wire transfer (proof of wire transfer required).)
- 毋須檢附。No need to attach.
2. **報告 Report**：
- 須檢附 Must be attached，報告名稱 Report Name：_____，份數 Copies：_____份。
 (請檢附報告，數量為所填份數加1，俾符合公文文書處理規定。)
 (Please attach the report, quantity should be the number filled plus 1, to comply with document processing regulations.)
- 毋須檢附 No need to attach：
- 由主持人自行送交 To be submitted by the principal investigator.
- 本服務案毋須提交報告。No report submission required for this service case.
3. **其他 Others**：文件名稱 Document Name：_____，份數 Copies：_____份。
 (請檢附，數量為所填份數加1，俾符合公文文書處理規定。)
 (Please attach, quantity should be the number filled plus 1, to comply with document processing regulations.)

個資聲明 Personal Data Declaration：為執行對外服務業務使用，需蒐集您的個人資料，包括姓名、系所、聯絡方式等相關資料，您提供之個資受到本校【隱私權政策聲明】之保護及規範。
Personal Data Declaration：Personal data, including name, department, contact information, etc., is collected for the execution of external service tasks. The personal data you provide is protected and regulated by the university's [Privacy Policy Statement].

我已明瞭上述內容並同意提供個人資料：_____ (主持人親簽) 日期： 年 月 日

I have understood the above content and agree to provide personal data. (Principal Investigator's Signature)

研究發展處 計畫業務組 R&D Division of Project Affairs	總務處 出納組 General Affairs Office Cashier Division	收據/發票號碼 Receipt/Invoice Number
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備註：1.對外服務案件**每次**均須填寫本表，多筆案件請附上明細，俾利相關單位協助處理對外服務收入相關事宜。
 2.本表由研發處計畫業務組留存。

Notes:

1. Each external service case must fill out this form, and for multiple cases, please attach details to facilitate the relevant units in handling matters related to external service income.

2. **This form is retained by the Research and Development Office's Project Business Division.**

(須開立發票者必填) (Must fill out if an invoice is required)

國立中興大學對外服務收入 入帳通知單
National Chung Hsing University External Service Income Notification Form

表號 (計畫業務組填寫) :

(報核聯) 主計室留存

Form Number (Filled out by the Project Business Division)

(For verification) Retained by the Accounting Office

服務對象統一編號 Service Recipient's Unified Number		校內編號 Internal Number	
發票抬頭 Invoice Title		主持人/聯絡電話 Principal Investigator/Contact Phone	
繳款總額 (A) Total Payment Amount (A)		A, 即服務價格。 A, which is the service price.	
營業稅額 (B) Business Tax Amount (B)		B=(A/1.05)×0.05, 納入研發處管理之營業稅專戶。 B=(A/1.05)×0.05, included in the business tax special account managed by the R&D Office.	
未稅金額 (C) Tax-Exempt Amount (C)		C=A-B, 即對外服務校內編號實際入帳之金額。 C=A-B, which is the actual amount recorded for the external service internal number.	

發票號碼 Invoice Number :

出納組 (收款人) Cashier Division (Payee) :