

E-Commerce

取件服務SOP

閱康科技

Materials Analysis Technology Inc.





Schedule a Pickup

We will arrange the pickup for you as soon as possible.

* Name:

* Email:

* Company Name:

* Company Address:

* OfficePhone:

Cellphone:

Step 1

點選“取件服務”

Step2

點選“Schedule a pickup”進行安排取件

Step 3

確認取件地址及電話

Name / Email不可修改

Schedule a Pickup

We will arrange the pickup for you as soon as possible.

* Date Of Pick up ⓘ: 4
 Urgent

* Service: 5

Sample No:

Sample Qty:

Remark ⓘ: 7

MA	>	OI拍照/還原工程
RA	>	NDA (SAT-X-ray)
FA	>	EFA
other	>	Project
		SEM
		Chemical

Factory: 竹北2
 砂崙1A5
 台南1

Step 4

選擇取件時間(Pick up time should be at least 30 minutes later than now)

Step 5.6

選擇服務項目可依分類往下選取實驗項目及廠區

Step 7

輸入Sample No/Sample Qty，確認後即可送出Submit

[取件服務](#)[開案服務](#) ▾[訂單總覽](#)[驗收](#)[結案報價](#)[月結明細](#)

取件服務

[Schedule a pickup](#)

新增的表單會需要幾分鐘處理時間，若沒看到最新案件可嘗試重整網頁

Status	Form No.	Submit Date	Service Item	Sample No.	Delivery Status	Action
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In Progress

M04D00002596947

2024/03/15
13:15

EFA

點選**Form No.**即可查看取件訂單資訊

Pick Up Service / M04D00002596947

DOC
M04D00002596947

Available pick-up time
2024/03/15 18:00

Service
EFA

Sample QTY
1

[< 返回上一頁](#)

- 如需修改，請作廢原單後，成立新取件單
- 如需取消預約，請於最早可取件時間前 30 分鐘，線上申請
- 實際取件時間已公司派車時間為主，謝謝體諒。

progress

PickUp Arrived MAtek

TO

To Factory	Name
竹北2	陳彥呈
Department	EXT
EFA部(B)	881504

From

Customer ID	Name
Dept.	Customer Address
Phone Number	Secondary Phone Number
Email	

如何取消及修改取件單

- 如需修改，請先取消原單後，成立新取件單
- 如需取消預約，請於最早可取件時間前 30 分鐘，線上申請(如圖示一)
- 實際取件時間已公司派車時間為主，謝謝體諒。

(圖示一)在填寫的預定時間 30 分鐘前，可點選 **Cancel** 取消

Status	Form No.	Submit Date	Service Item	Sample No.	Delivery Status	Action
In Progress	M04D00002596943	2024/03/15 09:38	EFA		1 PickUp ——— 2 Arrived MAtek	Cancel

若時間已過則 不會顯示取消按鈕，請來電通知(聯絡電話如下)

Status	Form No.	Submit Date	Service Item	Sample No.	Delivery Status	Action
In Progress	M04D00002596943	2024/03/15 09:38	EFA		1 PickUp ——— 2 Arrived MAtek	Cancel

Please contact us directly for cancellation

Your appointment time is very close to now. The driver may have already departed.

MA-tek Courier Team
+886-3-6116678 ext : 2701
+886-933-702-780

Thank you for your cooperation !

MA-tek, The Best R&D Partner

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Your comments shall be welcome and appreciated.