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| **稟　議　書** | | | | | 稟議番号 | 第0001号 | |
| 起案者 | 所属 |  |
| 起案日 |  | | | | 氏名 |  |
| 受付日 |  | | | | 関連文書 |  | |
| 決済日 |  | | | |  | |
|  | 社長 | 部長 | 課長 |  |  | |
| 決済印 |  |  |  |  |  | |
|  | 添付書類 |  | |
|  | 総務 | 経理 | 営業 |  |  | |
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