档案材料移交清单

类别： 年度： 第 页共 页

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| **序号** | **文件（材料）标题** | | | **份数** | **每份**  **页数** | **密级** | **保管**  **期限** | **备注** |
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| **移交**  **单位** |  | **移交人** |  | **单位领导**  **审核** | |  | | |
| **接收**  **单位** |  | **接收人** |  | **移交日期** | |  | | |