買掛金(未払金・未払費用)の内訳書

（「科目」欄には、買掛金、未払金、未払費用を記入）

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| 科目 | | | | | 相 手 先 | | | | | | | 期末現在高 円 | | 摘 要 | | | | |
| 名称(氏名) | | | 所 在 地 (住所) | | | |
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| 未払配当金・未払役員賞与記入欄 | | | | | | | | | | | | | | | | | | |
|  |  | |  |  | | 未払配当金 | 支払確定年月日 | | 期 末 現 在 高 | 未払役員賞与 | 支払確定年月日 | | 期 末 現 在 高 | |  |  |  |  |
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| (注) | | 1.相手先別期末現在高が５０万円以上のものは格別に記入してください。 | | | | | | | | | | | | | | | | |
|  | | 2.相手先別期末現在高が５０万円未満のものは一括して記入してください。 | | | | | | | | | | | | | | | | |
|  | | 3.未払金については、その取引内容を摘要欄に記入してください。 | | | | | | | | | | | | | | | | |