切手・印紙台帳 　　　　円切手/　　　　円印紙

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| 月 | 日 | 摘要 | | | 受入 | | 支払 | | 残高 | |
| 部署 | 氏名 | 用途 | 数量 | 金額 | 数量 | 金額 | 数量 | 金額 |
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