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| 会長 | 副会長 |  |  |  |  |  |  |
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No.

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稟議書

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|  | | （起案者） | | |
| 様 | | 所属 | | |
|  | | 氏名 | | ㊞ |
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|  | | ※決議内容 | 承認　一部認可　保留 | |
| 1.件名 |  | | | |
| 2.起案理由 |  | | | |
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| 3.投資効果 |  | | | |
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| 4.購入品目 |  | | | |
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| 5.購入先 |  | | | |
| 6.申請金額 |  | | | |

以上を起案いたします。

※関連書類(見積書等)を添付してください。