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| 決裁印 | |  | | | | 課長 | |  | | | 経理担当 | 担当者 | |
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| 経費支出伺 | | | | | | | | | | | | | |
|  | | | | | | | | 年 月 日 | |  | | | |
| 伺)次のとおり経費を支出してよろしいか。 | | | | | | | | 職・氏名 | |  | | | |
| 名 称 | 令和　　年度 | | | | | | | | | | | | |
| 区 分 |  | | | | | | | 支出金額 | | |  | | 円 |
| 支払指定日 | 令和　　年　　月　　日 | | | | | | | 控 除 額 | | |  | | 円 |
| 支出No |  | | | | | | | 支 払 額 | | |  | | 円 |
| 支払方法 | □　直接払　□　口座振替 | | | | | | | | | | | | |
| 支払区分 | □　精　算　□　資金前渡　□　概算払 | | | | | | | | | | | | |
| 履行確認年月日 | 令和　　年　　月　　日 | | | | | | | | | | | | |
| (検査収納) |  | | | | | | | | ㊞ | | | | |
| 内容 |  | | | | | | | | | | | | |
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| 相手方 |  | | | | | | | | | | | | |
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| 銀行振込先 |  | | 銀行 | |  | | 支店 | 振 込 額 | | |  | | 円 |
| □　普通　□　当座 | | | | | | | 手 数 料 | | |  | | 円 |
| 口座番号 | | |  | | | | 計 | | |  | | 円 |
| 備考 |  | | | | | | | | | | | | |