**上海政法学院物资申领单**

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| 领用部门 |  | | 领用日期 |  | |
| 领用事由 |  | | | | |
| 物资名称及数量 | **物资名称** | | | | **数量** |
| 建校40周年系列活动用水 | | | |  |
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| 领用部门负责人签字、盖章 | |  | | | |
| 物资管理部门负责人  审批签字 | |  | | | | |
| 现场领用人签字 | |  | | | |
| 现场发放人签字 | |  | | | | |