档案材料移交清单

类别： 年度： 第 页共 页

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| **序号** | **文件（材料）标题** | **份数** | **每份****页数** | **密级** | **保管****期限** | **备注** |
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| **移交****单位** |  | **移交人** |  | **单位领导****审核** |  |
| **接收****单位** |  | **接收人** |  | **移交日期** |  |