附件3

开封职业学院使用客房申请表

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **申请单位** |  | **申请人** | |  | | **申请时间** | | | **年 月 日** | | |
| **计划入住时间** | **年 月 日 时** | | | | | | | | | | |
| **预计离开时间** | **年 月 日 时** | | | | | | | | | | |
| **住宿人员姓名**  **及身份证号码** |  | | | | | | **共 间** | | | **共 人** | |
| **住宿事由** |  | | | | | | | | | | |
| **备 注** |  | | | | | | | | | | |
| **申请单位**  **主管审批** |  | | **事务科长审 批** | |  | | | **总务长**  **审 批** | | |  |

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