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| **办公用房信息汇总表** | | | | | | | | |
| 填报单位（公章）： 填报时间： | | | | | | | | |
| 序号 | 姓名 | 职 务 | 门 牌  （房间号） | 办公电话 | 移动电话 | 邮 箱 | 备注 |
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| 单位主要负责人（签字）： 联系人： 电话： 手机： | | | | | | | | |

**※注：本单位服务用房（如会议室、资料室等）一并填写上报。**