**景德镇学院公务车使用申请单**

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| **申请单位**  **（部门）** | |  | | | | |
| **出车事由** |  | | | | | |
| **出车时间** |  | | **预计返回时间** | |  | |
| **出车地点** |  | | **里程数** | |  | |
| **使用人**  **（电话）** |  | | | **人数** | |  |
| **单位（部门）**  **领导意见** |  | | **分管领导**  **意见** | |  | |
| **党政办公室**  **意见** |  | | | | | |
| **主管领导**  **意见** |  | | | | | |