**附件:**

**档案移交（接收）登记表**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **序号** | **文件名称** | **来文单位** | **所属年度** | **载体种类**  （纸质、光盘、照片、实物等） | **案 卷 数 量** | | | **备 注** |
| **永久** | **长期** | **短期** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

**移交单位（印章）： 接收单位（印章）：档案室 移交经手人： 接收经手人：**

**移交时间: 移交时间:**