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| **劳务费发放表** | | | | | | | | | | | | | | | |
| 发放具体事由： | | | | | | | | | | | | | | | |
|  |  |  |  | | |  | |  | |  |  |  | |  | |
| 工作部门 | 姓名 | 校内人工号/校外人员身份证号或护照号 | | 标准（元/天或次） | 数量（天或次） | | 税前发放金额（元） | | 签字 | | 银行卡号 | | 开户银行 | |
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|  |  |  | | 合计金额 | | |  | |  | |  | |  | |
|  |  |  |  | | |  | |  | |  |  |  | |  | |
| 报销人： 项目负责人： 审批人： | | | | | | | | | | | | | | | |
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**特别提醒：表格各项内容务必填写完整正确；非校外科研经费需提供人事处劳务酬金发放申请（学生退休人员除外）；专家咨询费请另下载《专家咨询费发放表》**