附件：

参会回执表

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **参会人员** | | | | | | |
| **序号** | **姓 名** | **现任职务** | | **手机号** | **备注** | |
| 1 |  |  | |  |  | |
| 2 |  |  | |  |  | |
|  |  |  | |  |  | |
| **请假人员** | | | | | | |
| **序号** | **姓名** | **现任职务** | **请假事由** | | | **请假时段** |
|  |  |  |  | | |  |
|  |  |  |  | | |  |
|  |  |  |  | | |  |
| **备 注** | **会应到 人，请假 人。** | | | | | |

填表人： 审批人：

年 月 日