**展会签证信息采集表**

(发给我公司电子版即可)

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| --- | --- | --- | --- | --- |
| 姓名 | 职务 | 月薪（含税） | 入职时间（年月日） | 手机号码（务必能被使馆联系的上） |
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出访行程安排：

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| --- | --- | --- |
| Date 日期 | Agenda 日常安排 | Location 地点 |
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