**仪器设备领用人及管理人变更申请**

设备与实验室管理处：

我单位\_\_\_\_\_同志因\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_原因，需将其管理的设备（见附件）领用人及管理人变更为\_\_\_\_\_\_\_\_\_\_。

特此申请

\_\_\_\_\_\_\_\_\_\_\_\_学院

202 年 月 日

移交人签名：

接收人签名：

单位领导意见：

附件：仪器设备清单

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 设备名称 | 规格型号 | 设备编号 | 原领用人 | 原管理人 | 新领用人 | 新管理人 | 新存放地点 |
| 1 |  |  |  |  |  |  |  |  |
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