## 接受捐献档案登记表

编号

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| 序号 | 档案题名 | | | | | 类型 | 数量  (卷/件/张) | | | 接受捐献档案形成时间 | | 接受捐献  档案时间 | 完整程度 | |
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| 捐献者姓名 |  | 性别 |  | 联系电话 | |  | 单位/住址 | |  | | | | 身份证号 |  |
| 档案开放和利用的约定情况 |  | | | | | | | | | | | | | |
| 著作权等权益 情况说明 |  | | | | | | | | | | | | | |
| 经办人 |  | | 征集部门负责人 | |  | | | 接收捐献日期 | | |  | | | |

注1:可根据征集工作的实际情况，增加相关内容。

注2:本表交捐献者留存一份。