**附件二**

**“湖岸家园”“划转出”手续办理统计表**

**部门名称：**

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| **职工姓名** | **门牌号** | **是否已通知本人** | **是否愿意意办理“划转出”手续** | **备注** |
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**部门负责人签字： 2019年 月 日**