## 请 假 申 请 书

院(部、处)领导:	
我因	
规定请假天,期限为: 204	手 月 日至 20 年 月 日 <b>、</b>
相关证明材料附后。	·
请予审批。	
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	申请人:
	20年月日
Application for Leave	
To whom it may concern:	
I'm making this application for leave forday(s) from theday	
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