機械・備品メンテナンス　No．

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| メーカー機種名 | | 製造番号 | | | 設置場所 | | |
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| 購入年月日 | | 保障期間 | | | 償却年数/リース | | |
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| 購入先 | | | 担当者 | | 備考 | | |
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| メンテナンス先 | | | 担当者 | |  | | |
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| メンテナンス詳細 | | | | | | | |
| 年月日 | 内容 | | | 費用 | | 担当者 | 確認 |
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