**企业（公司）印章印模备案表**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 企业名称 | |  | | | 企业法人（负责人） | | | | |  |
| 地址 | |  | | | 营业执照号 | | | | |  |
| 原印章印模 | | | | | | | | | | |
| 行政章 | | | 财务章 | | | | 合同章 | | | |
|  | | |  | | | |  | | | |
| 销毁后印章印模 | | | | | | | | | | |
| 行政章 | | | | 财务章 | | | | 合同章 | | |
|  | | | |  | | | |  | | |
| 销毁时间 |  | | | | | | | | | |
| 被委托人 |  | | | | | 电话 | | |  | |