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|  | |  | Urgente. Favor darle curso inmediato | | | | | |  | | Para su autorización y trámite | | | | | |  | Solicitud de traspaso de elementos | | | | | |  | |
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|  | |  | Favor encargarse de esto | | | | | |  | | Favor contestar y enviarme copia | | | | | |  | Envío comprobante de almacén | | | | | |  | |
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|  | |  | Favor preparar respuesta para mi firma | | | | | |  | | Tomar nota y hablar conmigo al respecto | | | | | |  | Solicitud de reintegro de elementos | | | | | |  | |
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|  | |  | Sus comentarios por favor | | | | | |  | | Tomar nota y devolver a esta dependencia | | | | | |  | Para su diligenciamiento | | | | | |  | |
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