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| **CONSECUTIVO** | **CARPETA** | **CAJA** | **FOLIOS** | **NOMBRE DEL DOCUMENTO** | **FUNCIONARIO QUE FACILITO EL DOCUMENTO** | **INFORMACIÓN DEL USUARIO** | | **DOCUMENTO ENTREGADO** | | **DOCUMENTO RECIBIDO** | |
| **NOMBRE DEL USUARIO** | **DEPENDENCIA** | **FECHA DE RETIRO** | **FIRMA USUARIO** | **FECHA DE DEVOLUCIÓN** | **FIRMA USUARIO** |
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