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# บันทึกข้อความ

## **.....................สถาบัน......................**

**หน่วยงาน** ...............................................................................................................**โทรศัพท์**........ **โทรสาร** .......

**ที่** ..........................................  **วันที่**..................................... 2566

**เรื่อง** .....................................................................................................................................................................

### **เรียน** ....................................

ย่อหน้าแรก .....................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................

ย่อหน้าสอง .....................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................

ย่อหน้าอื่นๆ .....................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................

**จึงเรียนมาเพื่อโปรดพิจารณาให้ความอนุเคราะห์**

(...............................................)

(ตำแหน่ง)...........................................

(สังกัด) ...............................................