**邀请校领导出席校内活动申请表**

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| **活动名称及范围** |  | | | | | |
| **时间** |  | | | **地点** |  | |
| **活动日程安排**  **（可另附页）** |  | | | | | |
| **主办或承办单位** |  | | | | | |
| **联系人** |  | | **联系电话** | | |  |
| **校领导是否讲话** |  | **讲话内容**  **附（代拟）讲话稿** |  | | | |
| **拟邀请领导或需要说明的事项** | **单位负责人签字**  **（盖章）** | | | | | |
| **党委办公室·校长办公室安排意见** |  | | | | | |