**المملكة العربية السعودية**

**الجهة .................**

# **إدارة شئون الموظفين**

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## حصر المستحقات والحسميات ................. لشهر .......... عام .... 14هـ

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|  |  |  | **المستحقـــــــــات** | | | | | | | **الحسميـــــــــات** | | | | | | |
|  | **رقم** |  |  | **المبلغ** | | **مجموع المستحقات** | | **رقم** |  |  | **المبلغ** | | **مجموع الحسميات** | |
| **الاســــم** | **المستند** | **تاريخه** | **البيان** | **هـ** | ريال | **هـ** | **ريال** | **المستند** | **تاريخه** | **البيان** | **هـ** | **ريال** | **هـ** | **ريال** |
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**الموظف المختص : .................................................................................. توقيعه : ..................................................................................**

**نموذج رقم ( )**

**نموذج رقم ( ش/21 أ )**

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