

封書記載例

裏面

表面

Diagram of the back of an envelope. It features three circular stamps, each containing the character '印' (Seal), arranged vertically and connected by a central vertical line. The stamps are located at the top flap, the center, and the bottom flap. To the left of the central stamp, the labels '会社名' (Company Name) and '所在地' (Location) are positioned. To the right of the central stamp, the date format '平成 年 月 日' (Heisei Year Month Day) is shown.

Diagram of the front of an envelope. The text is arranged vertically from top to bottom: '支出負担行為担当官' (Responsible Officer for Expenditure and Burden), '福島労働局総務部長 殿' (Director of the Fukushima Labor Bureau), and the date '平成 年 月 日開札' (Opening on Heisei Year Month Day). At the bottom, there is a note: '『の入札書在中』' (The bid document is in the envelope).