

封書記載例

裏面

表面

Diagram of the back of an envelope. A vertical line runs down the center, connecting three circular stamps, each containing the character '印'. The top stamp is at the top flap, the middle is in the center, and the bottom is at the bottom flap. To the left of the line, the labels '会社名' (Company Name) and '所在地' (Location) are positioned. To the right, the date format '平成 年 月 日' (Heisei Year Month Day) is shown.

Diagram of the front of an envelope. The text is written vertically from right to left. The top line reads '支出負担行為担当官' (Responsible Officer for Expenditure Burden). The second line reads '福島労働局総務部長 殿' (Director of the General Affairs Division, Fukushima Labor Bureau). The bottom line reads '【の入札書在中】' (Sealed bid documents are in the process).