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| **Time-clock Correction Form** | | | |
| **Date \*：** | | | |
| **Requester\*** |  | **Department \*** |  |
| **Correction Reason\*** |  | | |
| **Correction type\*** |  | **Correction Card Time \*** |  |
| **Correction** |  | | |
| **Remarks** |  | | |