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https://www.100test.com/kao_ti2020/124/2021_2022_Pets-1_E4_B9_A6_E9_c88_124778.htm 请假条(Request for leave) 请假条常采用书信格式，比较正式，需写明日期、称呼、结尾和请假人的姓名，正文一定要写明请假的原因。如：6th May . 2003

Dear Miss Wang , I ' m feeling very sad today and can not come to work . The doctor advised me to stay in bed for a few days . Now I ' m writing to ask for sick leave of three days . I ' ll come back to work as soon as I feel better . Yours truly, Liu Ying 100Test 下载频道开通，各类考试题目直接下载。详细请访问

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