

商务英语写作范文128 PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/150/2021_2022__E5_95_86_E5_8A_A1_E8_8B_B1_E8_c85_150377.htm Dear This is to

acknowledge that we are in receipt of your notice whereby you informed us that the goods shipped to you on [date] did not conform to our agreement dated [date]. We regret this unintentional mistake on our part , the reasons for which were [explanation]

While we recognize that the time for performing under this agreement has expired , we are requesting that you extend the time to [date] in order that we may cure the defect by replacing the shipment with goods that conform to our agreement. Please accept our apology for this inconvenience. We will be looking forward to your response. 100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com