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https://www.100test.com/kao_ti2020/150/2021_2022__E8_8B_B1_E8_AF_AD_E5_95_86_E4_c85_150865.htm (1) 贵函 Your letter ; Your favour ; your esteemed letter ; Your esteemed favour ; Your valued letter ; Your valued favour ; Your note ; Your communication ; Your greatly esteemed letter ; Your very friendly note ; Your friendly advice ; Yours. (2) 本信，本函 Our (my) letter ; Our (my) respects ; Ours (mine) ; This letter ; these lines ; The present. (3) 前函 The last letter ; The last mail ; The last post ; the last communication ; The last respects (自己的信) ; The last favour (来信)。来源：考试大 (4) 次函 The next letter ; The next mail ; The next communication ; The letter following ; the following. (5) 贵函发出日期 Your letter of (the) 5th May ; Your favour dated (the) 5th June ; Yours of the 3rd July ; Yours under date (of) the 5th July ; Your letter bearing date 5th July ; Your favour of even date (AE) ; Your letter of yesterday ; Your favour of yesterdays date ; Your letter dated yesterday. (6) 贵方来电、电传及传真 Your telegram ; Your wire ; Your cablegram (从国外) ; Your coded wire (密码电报) ; Your code message ; Your cipher telegram ; Your wireless telegram ; Your TELEX ; Your Fax. (7) 贵方电话 Your telephone message ; Your phone message ; Your telephonic communication ; Your telephone call ; Your ring. (8) 通知 (Noun) Advice ; Notice ; Information ; Notification ; Communication ; A report ; News ; Intelligence ; Message.

(Verb) (通知 , 告知) 来源 : 考试大 To communicate (a fact) to ; To report (a fact) to.....on ; To apprise (a person) of ; To let (a person) know ; To acquaint (a person) with ; To intimate (a fact) to ; To send word ; to send a message ; To mail a notice ; to write (a person) information ; To give notice (预告) ; To break a news to (通知坏消息) ; To announce (宣布) 。 (9) 回信 (Noun) An answer ; A reply ; A response.来源 : 考试大 (Verb) To answer ; To reply ; To give a reply ; To give ones answer ; To make an answer ; To send an answer ; To write in reply ; To answer ones letter. (特此回信) Reply to ; Answering to ; In answer to ; In reply to ; In response to. (等候回信) To await an answer ; To wait for an answer.来源 : 考试大 (收到回信) To get an answer ; To favour one with an answer ; To get a letter answered. (10) 收讫 , 收到 (Noun) Receipt (收到) ; A receipt (收据) ; A receiver (领取人 , 取款人) ; A recipient (收款人) (Verb) To receive ; To be in receipt of ; To be to (at) hand ; To come to hand ; To be in possession of ; To be favoured with ; To get ; To have ; To have before (a person) ; To make out a receipt (开出收据) ; To acknowledge receipt (告知收讫) 。 (11) 确认 To confirm ; Confirming ; Confirmation ; In Confirmation of (为确认..... , 为证实.....) ; A letter of confirmation (确认函或确认书) (12) 高兴 , 愉快 , 欣慰 To have the pleasure to do ; To have the pleasure of doing ; To have pleasure to do ; to have pleasure in (of) doing ; To take (a) pleasure in doing (something) ; To take pleasure in doing

(something) ; To be pleased to (with) (by) ; to be
delighted at (in) (with) ; To be glad to (of) (about) ;
To be rejoiced in (at) 。来源：考试大 100Test 下载频道开通
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