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https://www.100test.com/kao_ti2020/227/2021_2022__E5_95_86_E5_8A_A1_E6_96_B9_E9_c85_227553.htm When someone given you some information you can say comment or reply: Oh, I see. That ' s interesting. Thanks for letting me know. If someone asks you for information you can reply: As far as I know, ... Well, (in confidence,) I can tell you that... I ' m afraid I don ' t know. I ' ve no idea, I ' m afraid. I don ' t have that information available just now. Can I call you back? I ' m not sure. I ' ll have to find out. Can I let you know tomorrow? I ' m afraid I can ' t tell you that. It ' s confidential. If you want to give someone some information you can say: I ' d like you to know that... I think you should know that... Did you know that...? Or you can write: We should like to inform you that... Here is the information you requested... If someone hasn ' t given you enough information you can say: Could you tell me dome more about...? I ' d like some more information about... I ' d also like to know... When/ How much/ Why exactly...? There ' s something else I ' d like to know... Can you give me some more details about ...? 转贴于：考试大_商务英语考试 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