

商务英语写作Email一学就会：(3)寻找买方 PDF转换可能丢失图片或格式，建议阅读原文

[https://www.100test.com/kao\\_ti2020/231/2021\\_2022\\_\\_E5\\_95\\_86\\_E5\\_8A\\_A1\\_E8\\_8B\\_B1\\_E8\\_c85\\_231706.htm](https://www.100test.com/kao_ti2020/231/2021_2022__E5_95_86_E5_8A_A1_E8_8B_B1_E8_c85_231706.htm) 有买有卖，生意才能做成。本文就是一封中方食品公司主动向外商提出建立合作关系的email范文。看看它是怎么描述的：From: X X X To: X X X Date: X X X Subject: Establishing Business Relations Dear Mr.

Goodman: We have your name and Email address from the Commercial Counselor ' s Office of the Chinese Embassy in Sweden. We wish to inform you that we are specialized in canned food, and shall be pleased to enter into trade relations with you. Our firm, located at the east end of Beijing, was established nearly half a century ago, and has extensive general idea of our products, please visit our web page [www.sanyuanfood.com.cn](http://www.sanyuanfood.com.cn). It is showing various products being handle by this corporation with detailed specifications and means of packing. Quotation and samples will be sent upon receipt of your special enquires. As to our financial standing, we refer you to Bank of China, 111 Wangfujing Street, Beijing, who, we feel sure, will be glad to furnish you with any information you require. In case you need more information about our business status, we shall be only too glad to answer your inquirees at any time. Yours sincerely, Jiang Wen Manager Sanyuan Food Company

常用表达方式 介绍公司情况：We write to introduce ourselves as one of the leading exporters of a wide range of electric and air conditioners. 相关词语 avail sb of the opportunity to do 借此机会 enter into business relations with sb

与...建立业务关系 furnish with 提供转贴于：考试大\_BEC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](http://www.100test.com)