

外贸外语指导:经典商务用语套用语 PDF转换可能丢失图片或格式，建议阅读原文

[https://www.100test.com/kao\\_ti2020/244/2021\\_2022\\_\\_E5\\_A4\\_96\\_E8\\_B4\\_B8\\_E5\\_A4\\_96\\_E8\\_c28\\_244085.htm](https://www.100test.com/kao_ti2020/244/2021_2022__E5_A4_96_E8_B4_B8_E5_A4_96_E8_c28_244085.htm) 1. we are enclosing herewith.... 2.Enclosed please find..... 3.We shall be glad if you kindly..... 4. We have the pleasure of introducing ourselves to you as .... 5. With reference to your letter dated /of ..... 6This is to certify that ..... 7.This is to acknowledge receipt of your letter dated ...requesting us to... 8.in response to your letter of ...enquiring for... 9. In compliance with your request..... 10. we should be much obliged if you would.... 11.we should appreciate it if you will let us know..... 12.we shall appreciate your doing... 13.This is inconfirmation of .... 14.Would you please quote us a price on.... 15.Your order will be greatly appreciated... 16. Thank you for your request of ... 17.we thank you for your enquiry of .... 18.To comply with your request,we are quoting you as follows ... 19.In reply ,we very much regret to state that ... 20.It is understood that ..... 21,We wish to order from you for...as itemized in your quotation.. 22.We hereby place an order with you for... 23.This Agreement is entered into between the parties concerned on terms and conditions set forth as below: 24.Party A hereby agrees to appoint Party B to act as its Agent to sell... 25.Party B shall undertake the sales of the aforesaid commodity during the validity of this Agreement. 26.In case Party B fails to ... without giving sufficient reasons acceptable to Party A, Party A shall have the right to .....without being bound by this Agreement. 27. It is mutually agreed that ... 28.Party A agrees not to

.....,except as provided in Article (8) 29.Party A is not allowed to  
make any alternation without Party A ' s permission. 30.in  
consideration of the friendly relations between us ,.... 31.With regard  
to contract No.59, we agree to ... 32.We trust you will see to it that ....  
33. If .../please let us know . 34.we would be vety muvh interested in  
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