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[https://www.100test.com/kao\\_ti2020/267/2021\\_2022\\_\\_E5\\_95\\_86\\_E5\\_8A\\_A1\\_E5\\_85\\_AC\\_E6\\_c85\\_267040.htm](https://www.100test.com/kao_ti2020/267/2021_2022__E5_95_86_E5_8A_A1_E5_85_AC_E6_c85_267040.htm) Opening a Branch

Office 1. I inform you that I have recently opened a branch establishment for the sale of my woollens at 10. Jimbocho , Kanda. 2. As the volume of our trade with China is constantly increasing , we have this day opened a new branch in Beijing. 3. I inform you that I have this day opened a new branch establishment in Osaka , and have entrusted the management thereof to Mr. t. Kono. 4. I have committed the management of the branch to Mr. F. Newman , a gentleman on whose zeal , ability , and integrity , I place the utmost reliance. 5. We have placed the management of the new branch in the hands of our partner , Mr. S. Sato. 6. Kindly note that , from this day , the goods from my manufacture at Dairi will be supplied direct only by my Kobe branch house. 7. Please , therefore , consider such goods as bear the mark “ T.H. ” , as genuine , only when offered directly by my Seattle house. 8. We trust that you will continue to favour us with your orders , which at all times , shall have our best attention. 9. For the convenience of our customers , we have decided to open a new branch in New York , and have appointed our Mr. M. Hammer the manager. 10. We shall feel obliged if , instead of sending your kind inquiries and orders directly to our Tokyo Branch , you will , in future , place them with him. 11. I inform you that I have recently opened a branch establishment for the sale of my wollen goods generally , at 10

Tower Street , Chicago. 12. Our business having become so extended , we have established a branch under the style of Tokyo-ya. 13. We are pleased to inform you that we have this day established a new branch of our business in London at 10 , S. J. , and have appointed Mr. C. H. our manager. 14. We have opened a new branch in this district , for the convenience of our customers who wish to obtain clothing of the newest style and most reliable quality at reasonable prices. 15. The requirements of the new branch being supplied from our own warehouses , you will be served with regard to both quality and price as formerly. 16. We have pleasure in announcing that , owing to a large increase in the volume of our trade with the north of Europe , we have decided for the convenience of our customers to open a new branch in Liverpool and have appointed our Mr. A.F. the manager. 17. Desirous of establishing in the city a branch of my house. I acquaint you that I have committed the management thereof to Mr. J.N. 18. We should be glad to have a call from you at our branch near your home , or at any of our downtown branches. 19. If one of our downtown branches would be more convenient for you , the same credit facilities will be gladly extended to you at any of them. 20. You will appreciate the convenience of a credit account in our new branch. 1

1、我最近在神田神保町10番，开设一毛织品分店，谨此通知。  
2、随着公司与中国贸易不断增长，我们于本日在北京新开设一分公司。  
3、本行即日在大阪市开设一分公司，并委任河野太郎先生为经理。  
4、新分公司由F.纽曼先生任经理，对其热诚、能力及品德，我绝对信赖。  
5、兹委本公司股东

左藤三郎先生为新分公司的经理。 6、自即日起，我大理厂制品全部直接由我神户分公司供应，请鉴察。 7、凡标有T.H.商标的货物均属真品，该货仅由我西雅图分厂直接供货。 8、相信您将一如既往对我公司继续关照，我随时都原尽最佳服务。 9、为方便顾客，我们决定在纽约市设立分公司，并委任汉莫先生为经理。 10、您日后的询价与订单不必直接交于东京分公司，请直接与该员联络即可。 11、为销售我公司的羊毛制品，最近在芝加哥市塔街10号设立分公司，特此奉告。 12、由于本公司业务发展较块，特以“东京屋”为名开设分店。 13、我公司即日在伦敦S.J.10号设立分公司，并任命C.H.先生为经理，特此奉告。 14、为方便当地顾客，特在本区设立分店，出售最新款式的衣服。质量可靠，价格合理。 15、分店的商品，均由本店仓库提供，质量与价格维持不变。 16、由于本公司与北欧地区贸易量大增，为方便顾客，决定在利物浦新设立一分公司，并任命A.F.先生为该公司经理。特此奉告。 17、我公司拟在该市设立分公司，已委任J.N.先生为经理。 18、如蒙光顾靠近贵宅的鄙公司分店或闹市区的任何分店，我们将甚感荣幸。 19、凡对您近便的分店，不论哪家都原提供记帐便利。 20、我新设公司都将向您提供记帐的便利。 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)