

2006年国际商务师外贸英语:出口套用语 PDF转换可能丢失图片或格式, 建议阅读原文

https://www.100test.com/kao_ti2020/35/2021_2022_2006_E5_B9_B4_E5_9B_BD_c29_35193.htm Opening Sentences 启头句: 1)We

have (take) pleasure in informing you that..... 兹欣告你方.....

2)We have the pleasure of informing you that..... 兹欣告你方.....

3)We are pleased (glad) to inform you that..... 兹欣告你方.....

4)Further to our letter of yesterday, we now have (the) pleasure in informing you that..... 续谈我方昨日函, 现告你方..... 5)We

confirm telegrams/fax messages recently exchanged between us and are pleased to say that..... 我方确认近来双方往来电报/传真, 并欣告..... 6)We confirm cables exchanged as per copies (cable

confirmation) herewith attached. 我方确认往来电报, 参见所附文本. 7)We learn from Messrs.....that you are interested and well

experienced inbusiness, and would like to establish business relationship with us. 我方从...公司获悉, 你方对...业务感兴趣且

颇有经验, 意欲与我方建立业务关系. 8)Although no communication has been exchanged between us for a long time, we

trust that you are doing well in business. 虽然久未通讯, 谅你方生意兴隆. 9)Although we have not heard from you for quite some

time, we hope your business is progressing satisfactorily. 虽然好久没接到你方来信, 谅业务进展顺利. 10)We have pleasure in

sending you our catalog, which gives full information about our various products. 欣寄我方目录, 提供我方各类产品的详细情况。

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