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建议阅读原文

https://www.100test.com/kao_ti2020/462/2021_2022__E5_95_86_E5_8A_A1_E8_8B_B1_E8_c85_462856.htm Notes1. be apt to 有...

...倾向的2. The offer is valid for... 报价有效期是...3. to make sales of / to push sales of 推销4. markets for bristles have gone up 猪鬃行情上涨5. I can ' t agree with you there. 在这一点上我不同意你的意见。6. from other sources 从其他来源（供应者）7. long-standing relationship 长期的合作关系8. We ' ll have a lot of difficulties in persuading our clients?我们将难以说服我们的客户.....9. to our regret 使我们遗憾的是10. on the basis of equality, mutual benefit and exchange of needed goods.在平等互利和互通有无的基础上11. taking everything into consideration 在全面考虑之后12. shipping space 舱位13. without engagement 不受约束的14. to get the business done 为了做成买卖15. supply exceeds demand 供过于求

A Specimen Letter
Dear Sir, You letter of 15th August addressed to our Head Office has been passed on to us for attention and reply. We now take pleasure in advising you that the price of Brown Crystal Sugar is at USA per metric ton F.O.B. Of course we also quote C.F.R. or C.I.F. prices if buyers so desire. The price terms to be employed depend much on the characteristics of the goods as well as their specific transport requirement and shall always serve the best interest of buyers and sellers alike. We are looking forward to your order. Yours truly, 释文先生：您八月十五日致我总公司的信函已转交到我处作复。我们高兴地通知您红砂糖的船上到岸价为每公吨#美元。当然，如果买方愿

要C.F.R.或C.I.F.价，我们也可照办。采用哪种价格，取决于产品的特点以及所需的运输条件，同时要使其符合买卖双方彼此的利益。盼望收到你方订单。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