

四级书信写作常用套句 PDF转换可能丢失图片或格式，建议
阅读原文

https://www.100test.com/kao_ti2020/496/2021_2022__E5_9B_9B_E7_BA_A7_E4_B9_A6_E4_c83_496460.htm It is so great to hear from you again. It is a great pleasure for me to ... With great delight I learned that ... I must apologize for not writing to you sooner. 建议

: In my experience, it seems that _____ would make sense in your situation In my opinion, it would be wise for you to take the following actions: 感谢 : I truly appreciate your kindness. Thank you from the bottom of my heart for... 道歉 : I apologize most sincerely for... I am so sorry to have put you through so much trouble... 邀请 : We would be honored to have you there with us... I will cover all the expense involved. 抱怨 : I very much regret to have to inform you that... We will appreciate your willingness to make up for the loss I hope that the above situation will be improved as soon as possible 咨询 : I would like to request some information about... Should I need to send further materials, please let me know. 求职 : In answer to your advertisement I wish to apply for a post as ... in your office. I hope I may be granted an interview... 100Test 下载频道开通，各类考试题目直接下载。详细请访问
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