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https://www.100test.com/kao_ti2020/498/2021_2022_Pets-1_E4_B9_A6_E9_c88_498625.htm 请假条(Request for leave) 请假条常采用书信格式，比较正式，需写明日期、称呼、结尾和请假人的姓名，正文一定要写明请假的原因。如： 6th May. 2003

Dear Miss Wang, I ' m feeling very sad today and can not come to work. The doctor advised me to stay in bed for a few days. Now I ' m writing to ask for sick leave of three days. I ' ll come back to work as soon as I feel better. Yours truly, Liu Ying 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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