

商务英语写作：变更合伙人通知常用句(2) PDF转换可能丢失图片或格式，建议阅读原文

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当公司的合伙人发生变更的时候，需要对有业务往来的客户和合作伙伴进行通知。下面是一些此类通知常用表达。 12. We inform you that Mr.

F.H.F. has been admitted a partner in our firm, and respectfully request your attention to his signature at foot. F.H.F.先生已被接受为我公司合伙人，敬请注意下面的签名。 13. We are taking in

Mr. A. B. as a partner under that date, and the business will then be conducted under the name of D.C. amp. H., of which I was a member, having been dissolved, I inform you that I have taken into

partnership with my son, Mr. M. W., and Mr. J. G. who has been a salesman many years for the late firm. 由于我曾为合伙人之一的W. H. 公司已告解散。我现与儿子M. W. 和常年在W. H.公司担任推销员的J. G. 先生结成伙伴关系，特此通告。 18. Mr.

R. S. will withdraw, and his son. Mr. A. S., will be admitted a partner, with his fathers share in the capital and profits of the firm. R.S.先生将退出，其子A.S.先生将成为合伙人，并承受其父在本公司的股份与利润。 19. I have pleasure in advising you that, owing to the large increase in my business engagement. I have taken into

partnership with my senior traveler, Mr. S. W., who is thoroughly conversant with all its details of management. The name of the firm remains as before. 由于业务拓展，我已邀请精通本公司一切业务的主任推销员S.W. 先生为合伙人。公司名称如旧。特此奉告。 20. As you will see from the enclosed circular, I have been

taken into partnership by Mr. A. W., and shall consequently have to deny myself the privilege of a regular call. 如本函所附通知书所言，我已被A.W. 先生接收为合伙人，因此不能继续定期拜访。

21. We have great pleasure in advising you that, on and after the 1st May, Mr. W.P., the eldest son of our senior partner, will be admitted a member of the firm, the style of which will be altered to that of Messrs. P. Son amp. Co., and we request your attention to the signatures of the respective partners at foot. 为酬谢多年来忠诚、值得信赖的职员H.T. 先生，决定从7月31日起，邀其加入本公司为合伙人，公司改名为W.T. 公司。并注意下面各位合伙人的签名。 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