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https://www.100test.com/kao_ti2020/510/2021_2022__E5_A4_96_ E8_B4_B8_E5_87_BD_E7_c28_510933.htm 外贸函电范例一般商 业书信收讫您昨日来信已收悉,谨于此按您所约定的条件。 接受此项任务。 I acknowledge receipt of your letter of yesterday, and gratefully accept the appointment on the terms you mention. 6 月1日贵函敬悉。 We are pleased to acknowledge receipt of your favour of the 1st June. 本月5日来函敬悉。 We acknowledge receipt of your letter of the 5th inst. 本商品将于12月最后一班轮 船付运, 货到时请惠于告知。 Kindly acknowledge receipt, and have the goods sent by the last steamer in December. 我们如期收到 您5月15日的信, 信中所谈事宜尽悉。谢谢。 We duly received your favour of the 15th May, contents of which we note with thanks. 6月6日来函收悉, 我们无法交运该货, 甚感遗撼。 We are in possession o fyour favour of the 6th June, and regret having to inform you that it is impossible for us to deliver the goods. 7月15日 寄来的货物 发票 收悉。 We are in possession of your invoice of the 15th July. 7月7日的贵函收悉, 感谢您订购下列货物: ... Your favour of the 7th July is at hand, and thank you for your order for: ... 7月10日来函敬悉。 Your favour of the 10th July came duly to hand. 您昨天的信和所附来的100美元的 支票 均已收悉。 Your favour of yesterday covering a chequie of \$100 is duly to hand. 昨天 贵函已收悉。 Your favour of yesterday is duly received. 我们已收 到您昨日写的信。 We have received your letter of yesterday. 我们 如期收到您昨日发来的信。 We duly received your letter of

yesterday. 我们于5月1日收到您4月3日的信。 We received on the 1st May your valued favour dated 3th April. 我们如期收到您5月27 日函和附来的150美元的 汇票。 We duly received your favour of the 27th May, with a draft for \$150. 2月6日来函收悉。 We have received your letter dated 6th February. 您6月5日的来函收悉, 多 We have to own with thanks the receipt of your favour of 6th June. 您昨日来信已收悉, 谨于此按您所约定的条件。接受此 项任务。 I acknowledge receipt of your letter of yesterday, and gratefully accept the appointment on the terms you mention. 6月1日 贵函敬悉。 We are pleased to acknowledge receipt of your favour of the 1st June. 本月5日来函敬悉。 We acknowledge receipt of your letter of the 5th inst. 本商品将于12月最后一班轮船付运, 货到时请惠于告知。 Kindly acknowledge receipt, and have the goods sent by the last steamer in December. 我们如期收到您5月15 日的信, 信中所谈事宜尽悉。谢谢。 We duly received your favour of the 15th May, contents of which we note with thanks. 6月6 日来函收悉, 我们无法交运该货, 甚感遗撼。 We are in possession o fyour favour of the 6th June, and regret having to inform you that it is impossible for us to deliver the goods. 7月15日 寄来的货物 发票 收悉。 We are in possession of your invoice of the 15th July. 7月7日的贵函收悉, 感谢您订购下列货物: ... Your favour of the 7th July is at hand, and thank you for your order for: ... 7月10日来函敬悉。 Your favour of the 10th July came duly to hand. 您昨天的信和所附来的100美元的 支票 均已收悉。 Your favour of yesterday covering a chequie of \$100 is duly to hand. 昨天 贵函已收悉。 Your favour of yesterday is duly received. 我们已收

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