

口语套用语：高频起头句 Opening Sentences(5)商务英语考试  
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[https://www.100test.com/kao\\_ti2020/560/2021\\_2022\\_\\_E5\\_8F\\_A3\\_E8\\_AF\\_AD\\_E5\\_A5\\_97\\_E7\\_c85\\_560243.htm](https://www.100test.com/kao_ti2020/560/2021_2022__E5_8F_A3_E8_AF_AD_E5_A5_97_E7_c85_560243.htm) 81)

We note your remarks concerning... 我们注意到你方关于...的看法。 82)We should be glad to have your confirmation that ... 欣盼你方确认...

83)We have received your fax/telegram of todays date, which reads as follows: 我方收到你方今日发出的传真/电报,电文如下:

84)We wish to remind your of our letter of...in which we asked you to ... 我们提醒你方注意,我方...月...日函要求你方... 85)We

would remind you that we have not had a reply yet from you to our question. 需提醒你方,我方尚未得到你方对...问题的答复。

86)We are sorry to remind you that... 很遗憾,现提醒你方... 87)As

you will no doubt remember... 你方无疑会记得... 88)As to the question of ... I agree with you that... 就...问题,我同意你... 89)We

understand/have been informed that... 我方清楚/我方已被告知...

90)If that is the case... 若是这样的话... 91)As you are, no doubt,

aware of/that... 无疑你方会知道... 92)We are quite willing to ... 我方很愿意... 93)In view of these facts... 鉴于这些事实... 94)Unless

we hear form you to the contrary... 除非我方收到你方相反的通知... 95)If we are not mistaken... 如果我方没有错的话...

96)According to our records/the information we hae obtained... 根据我方记载/根据我方已得到的信息... 97)We with to add... 我们希望加上...

98)As mentioned above... 如上面所提到的... 99)We

quite understand that... 我们很理解... 100)We enclose... 我方附上...

101)For your information... 供你方参考...把商务英语页面加

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