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把国际商务师站点加入收藏夹 欢迎进入：2009年国际商务师课程免费试听 更多信息请访问：百考试题国际商务师、百考试题论坛国际商务师 20 May 2005 Kee & Co., Ltd 34 Regent Street London, UK Dear Sirs: On May 20, we received your consignment of 40 cardboard cartons of steel screws. We regret to inform you that 10 cartons were delivered damaged and the contents had spilled, leading to some losses. We accept that the damage was not your fault but feel that we must modify our packing requirements to avoid future losses. We require that future packing be in wooden boxes of 20 kilos net, each wooden box containing 40 cardboard packs of 500 grams net. Please let us know whether these specifications can be met by you and whether they will lead to an increase in your prices. We look forward to your early confirmation. Yours faithfully, Tony Smith Chief Buyer 先生: 五月二十日收到贵公司40个纸板箱钢镙钉。然而，当中10个纸箱于运送途中破烂，令货物散落，造成损失。本公司谅解到此非贵公司之过失，但希望能修改包装的方法，以避免同类事件发生。日后的包装木箱净重20公斤，可装每个净重500克的纸板箱40个。烦请确认上述方法，并赐知新方法会否引致价格上涨。盼望早日赐复。采购部主任 托尼.斯密思谨上 2005年5月20日 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