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[https://www.100test.com/kao\\_ti2020/645/2021\\_2022\\_2011\\_E5\\_B9\\_B4\\_E5\\_8D\\_95\\_c32\\_645572.htm](https://www.100test.com/kao_ti2020/645/2021_2022_2011_E5_B9_B4_E5_8D_95_c32_645572.htm) 为了方便居住本地之顾客,我方特在本地区开设分店,以便供应品质可靠、款式新颖、价格公道的服装。恳请惠顾。 We have opened a new branch in this district, for the convenience of our customers who live here, and for residents who wish to obtain clothing of the newest style and most reliable quantity at reasonable prices. 兹定于本月一日我们在本市以约翰.史密斯的名义开设绸缎棉布行,特此奉告。 We inform you that on the 1st of this month, we established in this city a Dry-Goods business under the firm-name of John amp. Co. 我非常荣幸地通知您,我已在本市开了一家日本货批发代销店。 I have the honour to inform you that I have just established myself in this town as a Commission Merchant for Japanese goods. 我十分高兴地通知您,在当地几家有名望,有影响力公司的支持下,我开设了轮船与保险的经纪业以及总代理店。 I have pleasure in apprising you that, under the auspices of several highly respected and influential houses here, I have commenced business as a Shipping and Insurance Broker and General Agent. 我很高兴地宣布,从今日起我承接了老丰田公司的业务,并在原地址继续营业。 I have the pleasure of announcing that the business of the old firm of Tokyo & Co., will, from this day, be carried on by myself at the same address. 只要该项业务是在市内或市郊,不论是专业或其它性质的,在不支付旅费情况下,本代理店均乐意效劳。 Any business which you may have in or near this city, whether of a

professional nature or otherwise, and for the sake of which it may not be worth while to incur the expenses of a journey expressly, I shall be happy to transact as an agent. 我保证, 对所赋与的所有事项, 将予以迅速、有效地完成, 并尽量节省开支。 I assure you that it shall be my endeavour to act with promptitude and efficiency, as well as with a due regard to economy, in all the matters entrusted to my care. 我确信能胜任任何交易, 并能迅速, 经济和使您满意地执行所接受的任何订货。 谨此恳请惠予赐顾。 Feeling confident of my ability to conduct any transactions, and to execute any orders committed to my charge in a speedy, economical, and satisfactory manner, I solicit the favour of your commands. 在本行业的国内外公司担任雇员和经理的12年里, 我获得了透彻的知识和贸易经验, 因此, 能满足您一切合理要求。 The thorough knowledge and trade experience which I have gained in this branch of business during a twelve years engagement as an employee and manager of prominent firms in this branch both at home and abroad, will enable me to cope with all reasonable requirements. 如有所需, 希望得到您的询价。 We hope to receive your inquiries when in the market. 兹附上价目及交易条款, 并注意下面的签名。 We enclose our list of prices and terms, and would ask you to kindly note the signatures at foot. 竭诚希望取得您的信赖与惠顾, 并注意以下签名。 Trusting to be favoured with your valued confidence in future, we wish to draw your attention to the signatures below. 请注意我们下列签名。 Have the kindness to take note of our signatures at foot. 建立分公司 我最近在神田保町10番, 开设一毛织品分店, 谨此通知。 I inform you that I have recently opened a

branch establishment for the sale of my woollens at 10, Jimbocho, Kanda. 随着本公司与中国贸易不断增长, 我们于本日在北京新开设一分公司。 As the volume of our trade with China is constantly increasing, we have this day opened a new branch in Beijing. 本行即日在大阪市开设一分公司, 并委任T.先生为经理。 I inform you that I have this day opened a new branch establishment in Osaka, and have entrusted the management thereof to Mr. T. 新分公司由股东F.先生任经理, 对其热诚、能力及品德, 我绝对信任。 I have committed the management of the branch to Mr. F., a gentleman on whose zeal, ability, and integrity, I place the utmost reliance. 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](http://www.100test.com)