

四六级写作考试必备模板和句型(十二)英语四级考试 PDF转换可能丢失图片或格式，建议阅读原文

[https://www.100test.com/kao\\_ti2020/645/2021\\_2022\\_\\_E5\\_9B\\_9B\\_E5\\_85\\_AD\\_E7\\_BA\\_A7\\_E5\\_c83\\_645387.htm](https://www.100test.com/kao_ti2020/645/2021_2022__E5_9B_9B_E5_85_AD_E7_BA_A7_E5_c83_645387.htm) vbvav"> 中间部分：

Give advice: In my humble opinion, you would be wise to take the following action: 在下认为，如果你能采取以下措施，将是一种明智的选择。 I hope you will not find it too forward for me to suggest that you... 请原谅我的直接，不过，希望你

能\_\_\_\_\_。 In my experience, it seems that \_\_\_\_\_ would make sense in your situation. 从我的经验来看，针对你的情况，似乎\_\_\_\_\_会有帮助。 At the risk of overstepping my boundaries, allow me to suggest that you\_\_\_\_\_. 请原谅我的冒昧，不过我建议你\_\_\_\_\_。 Gratitude来源

：www.100test.com I truly appreciate your kindness. 我很欣赏你的仁慈。 I am grateful to you for... 非常感谢

你\_\_\_\_\_。 I appreciate it more than I can say. 我对你表示万分感谢。 I can never thank you enough. 万分感谢。 I wish there were a better word than “ thanks “ to express my appreciation for your generous help. 其实，对你的帮助岂能用“谢谢”儿子可以表达的。 It was kind and generous of you to do this for me, and I appreciate it more than I can say. 你对我如此慷慨，真是对您感激不尽。 Many thanks for your kindness and hospitality. 非常感谢你的仁慈和好客。 Now we have arrived back home safe and sound. 现在我已经安全到家。 Thank you from the bottom of my heart for... 我打从心底谢谢你（真诚地感谢你）。 Thank you again for your kindness. 谢谢你的好意。

Apology Please accept my sincerest and deepest apology. 请接受我最诚挚、最深刻的道歉。 I apologize most sincerely for... 我诚挚地对\_\_\_\_\_向你道歉。 I am truly sorry to have done... 我对\_\_\_\_\_向你表示道歉。 Please forgive me... 请原谅我曾\_\_\_\_\_。 I owe you an apology... 我为\_\_\_\_\_向你道歉。 I regret to inform you that I am unable to do.. 很遗憾地告诉你，我没法\_\_\_\_\_。 I am so sorry to have put you through so much trouble... 很抱歉给你带来这么多麻烦，\_\_\_\_\_。

Invitation The honor of your presence is requested... 若你能出席\_\_\_\_\_，我（们）将感到万分荣幸。 It ' s a pleasure for me to invite you to... 我很荣幸地邀请你参加\_\_\_\_\_。 We sincerely hope that you make it. 我们真诚地希望你能参加。 We would be honored to have you there with us... 如果您能参加我们的\_\_\_\_\_，我们将不甚荣幸。 I will cover all the expense involved. 我将负担所有的费用。 Sympathy I can only imagine how difficult this time must be for you, and I want to extend to you my unwavering support. 我能想象你所经历的一切，而且，我想告诉你，我会永远支持你。 Complain I am writing to express my dissatisfaction with\at... 我写这封信是想告诉你们我对\_\_\_\_\_不是很满意。 I very much regret to have to inform you that... 很遗憾地通知你，\_\_\_\_\_。 I would like to draw the attention of the authorities concerned to the ... 我想就\_\_\_\_\_问题引起有关部门的重视。 I feel something ought to be done about... 我觉得\_\_\_\_\_方面还可以作一些努力（需要改进）。 I hope that the above situation will be improved as soon as possible. 我希望以上问题（情况）能尽快解决（改进

)。 Your effort to provide good services will be highly appreciated by all. 我们会很感激您作出的一切努力。 We will appreciate your willingness to make up for the loss. 我们真的希望你们能对损失作出补偿。 Inquiry I would like to request some information about... 我想对\_\_\_\_\_问题向您咨询。 My first question is... 我的问题就是\_\_\_\_\_。 I am greatly concerned about... 我对\_\_\_\_\_较为关注。 Should I need to send further materials, please let me know. 我是否需要再寄其他资料给你，请及时告知。 Could you be so kind as to send me some relevant booklets on the above-mentioned aspects. 能否针对上述的问题寄些相关的小册子给我。 相关推荐：大学英语四级考试写作指导四方谈 英语四级英译汉的目的,要求和评分 英语六级考试写作技巧 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)