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[https://www.100test.com/kao_ti2020/645/2021_2022_18_E5_A6_99](https://www.100test.com/kao_ti2020/645/2021_2022_18_E5_A6_99_E6_8B_9B_E5_8A_c96_645453.htm)

[_E6_8B_9B_E5_8A_c96_645453.htm](https://www.100test.com/kao_ti2020/645/2021_2022_18_E5_A6_99_E6_8B_9B_E5_8A_c96_645453.htm) 亲爱的朋友，还记得我们的约定吗？我承诺大家会尽快整理出信件结尾跟你们分享，今天终于又见面了！真的很开心！中国有句古话，叫“善始善终”，我想我们既然有了漂亮的开头，当然也不能少了一个画龙点睛的结尾呀！所有我整理了一个美国朋友写给我的十八封邮件的结尾(closing statements)跟大家分享，并作了简要的分析和评论，粉紫色字体是值得积累下来的词汇和句型。真诚地希望大家能从中有所收获。来源：www.examda.com

1. OK, I ' d better quit now so you don ' t have to spend the whole day reading my message。 I look forward to hearing more from you。 Take care。 Ben 我的朋友每次给我写邮件都是“飞流直下三千尺”，我现在才反应过来原来我的阅读能力就是这样训练出来的：)不过说实话，我很喜欢读朋友写的东西，他写的东西确实挺幽默，我经常一个人坐在电脑前一边读邮件一边哈哈大笑。朋友说so you don ' t have to spend the whole day reading my message说明他很“体谅”我，所以才说必须离开了，要不然他一直这么写下去我这一整天也什么也不用做了，光读邮件了。其实我觉得用中文讲出来都已经没有原来的味道了，大家最好还是用英文的思维去体会其中的幽默吧！

2. That ' s all I can think of for now. I ' ll close with another email hug. Take good care of yourself。 Ben 朋友说今天就写到这儿，怎么结束呢？当然是来一个email hug hug是拥抱的意思，现在流行email hug 哟。怎么样，够形象吧？ 3. I really enjoy

conversing with you, and it will be fun to talk more often。 Take care, and good luck。 Ben 在结尾表达跟我谈话很开心，用了enjoy conversing with ... converse 这个词大家应该很眼熟吧，对啦，它就是conversation的动词，不过我们平时用得少，看来还是得多学学native speaker的地道用词啊：)

4. I look forward to hearing from you again. Best wishes in your job search, and best wishes to you and your family。 Warmest regards, Ben 这是一个很常规的结尾，表达了良好的祝愿。不过Warmest regards我们在课本上好像学不到哟！一般我们只知道Best wishes 或者是Best regards。

5. I guess I will quit writing now. I look forward to hearing from you again very soon. Best wishes, Ben 再一次看到了quit, 应该不陌生了。学会怎么用了吗？如果你要结尾了就可以说quit writing。

6. Please write again soon. Best wishes, Ben 这是最直接的提醒我尽快回信的方式。

7. I wish you the very best in the coming year. I will talk to you more soon。 Ben 结尾很自然地传递了新年的美好祝福。

8. I need to get to work, so I ' ll write more later. I look forward to hearing from you again soon. Ben look forward to doing 这个短语非常重要，最主要是很实用，而且很常用。

9. OK, that ' s all for now. I ' ve got to get some things done before going to work with Santa again today. I ' ll talk to you soon. Ben 在停笔离开前简要说明原由，这样不会觉得结束得太唐突。嗯，这一招是可以学一学的！百考试题 - 全国最大教育类网站(100test.com)

10. I guess that ' s all for now. I hope you will write again soon. Hearing from you is always a highlight of my day。 Take care! Ben 用一个I guess显得很自然。还记得highlight这个词吗？我们在信件开头中见到过，意思是“最精彩的部

分”，如果你也这样写给你的朋友，告诉他/她收到他的来信是你一天中最精彩的、最重要的事，那么，你的朋友一定会非常的开心！试试吧：)

11. Do you get just as much or more celebrating at the beginning of the Chinese New Year? Anyway, best wishes and good health to you for the New Year. I better get to work now. I ' ll talk to you again soon. Take good care of yourself. Ben 在结尾时，提出一个问题作为下次聊天的话题，同时也很自然地传递了祝福。

12. If you want to talk more about this controversy, let me know. I look forward to hearing from you again. Take care. Ben 用If you want to talk more about...let me know。告诉我如果我还想继续讨论上一次的话题尽管提出来，因为某一个话题可能一次是不够讲的。

13. OK, it ' s kind of late, so I ' ll quit for now. I have to go to bed to ensure enough sleep. I hope to hear from you agan soon. Take care. Ben OK, it ' s kind of late. 我觉得这种结尾方式最简便了，无需更多语言，因为充足的睡眠当然是非常重要的。Kind of 的意思是“有一点”

14. Well, it ' s now 1:30 a.m. here, so that means it ' s 4:30 p.m. in Beijing. I need to go to bed so I will be rested for another day. Take care! Ben 用相隔遥远的两个地方的时间这么一对比，觉得挺有意思的，反正我自己是很少算得这么准的，只知道我们这儿是白天，美国就是晚上了：)

15. Let me know if you have more questions for better understanding of our humor. I can help you with your training, particularly with the humor. That is something I ' m good at. Take care. Ben 我的朋友经常都会很客气地用Let me know if you...这样的方式问我是否需要更多的帮助等。我当然是抓住一切机会多提问啦！因为问得越多，从

他那儿了解到的东西就越多啦。 16. OK, that ' s it for the moment. I ' ll be looking for a message from you tonight, I hope. Take care! Ben 朋友没有直接说I hope you can write to me tonight, 而是很委婉地说I ' ll be looking for a message from you... , 这种间接的提出希望 and 要求的表达方式很新颖哟 , 还有点不露痕迹的意思 ! 用一下试试看 :) 17. Well, since I don ' t have much to respond to this time, and since I have to get up early in the morning, I ' ll quit for now. I hope you had a good time with your friend. Talk to you soon. Ben 这里用两个since (表原因)来给这封邮件画上句号 , 很自然也很贴切。 18. OK, that ' s all for now. I need to get a little sleep before I go to the airport. Talk to you soon. Ben! 这里get a little sleep 用得很好 , 把sleep 当名词用 , 而且搭配动词get, 可以丰富我们过去单一的表达 , 如 : I need to sleep for a while. 对比一下 , 哪一个更生动一些呢 :) 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