

外贸英语函电-题库

1、 We shall highly appreciate _____ if you will send us a brochure and two sample books by air immediately

- A、 you
- B、 that
- C、 it
- D、 when

答案： C

解析：

2、 A 4% discount will be granted only _____ your order exceeds US\$ 20000.

- A、 depends on
- B、 style="white-space: normal;">for condition that
- C、 style="white-space: normal;">on condition that
- D、 subject to

答案： C

解析：

3、 The goods will be shipped _____ October 1

- A、 in
- B、 to
- C、 on
- D、 with

答案： C

解析：

4、 5

- A、 A
- B、 B
- C、 C
- D、 D

答案： D

5、 We have arranged with the Bank of Japan, Tokyo, to _____ a credit in your favor.

A、 draw

B、 establish

C、 make

D、 extend

答案： B

解析：

6、 7

A、 A

B、 B

C、 C

D、 D

答案： D

7、 8

A、 A

B、 B

C、 C

D、 D

答案： D

8、 9

A、 A

B、 B

C、 C

D、 D

答案： C

9、 10

A、 A

B、 B

C、 C

D、 D

答案： B

10、 11

A、 A

B、 B

C、 C

D、 D

答案： A

11、 12

A、 A

B、 B

C、 C

D、 D

答案： B

12、 13

A、 A

B、 B

C、 C

D、 D

答案： B

13、 On the whole, the Christmas sales last year were on a decline.
_____, we made a substantial growth in our export.

A、 Although

B、 Nevertheless

C、 Moreover

D、 In addition to

答案： B

解析：

14、 15

A、 A

B、 B

C、 C

D、 D

答案： B

15、 Direct steamers _____ your port are few and far between
_____ the winter season.

A、 for, for

B、 to, during

C、 for, to

D、 in, in

答案： B

解析：

16、 17

A、 A

B、 B

C、 C

D、 D

答案： A

17、 18

A、 A

B、 B

C、 C

D、 D

答案： D

18、 We thank you for your letter of 12 June, _____ you have opened
the covering L/C.

- A、 in which
- B、 from which
- C、 informing
- D、 informing u

答案: D

解析:

19、 If our national economy develops at the same speed _____ for the past decade, we are sure we can catch up with the advanced countries in the world in 50 years.

- A、 as it was
- B、 as it did
- C、 as it does
- D、 as it has done

答案: D

20、 We are willing to renew the agreement on the same terms _____ last.

- A、 like
- B、 as
- C、 to
- D、 with

答案: B

解析:

21、 Direct steamers _____ your port are few and far between _____ the winter season.

- A、 for, for
- B、 to, during
- C、 for, to
- D、 in, in

答案: B

22、 The goods will be shipped _____ October 1.

- A、 in
- B、 to
- C、 on
- D、 with

答案： C

23、 On the whole, the Christmas sales last year were on a decline. _____, we made a substantial growth in our export.

- A、 Although
- B、 Nevertheless
- C、 Moreover
- D、 In addition to

答案： B

24、 A 4% discount will be granted only _____ your order exceeds US\$ 20000.

- A、 depends on
- B、
for condition that
- C、
on condition that
- D、 subject to

答案： C

25、 _____ an order for one hundred pieces or more we allow a special discount of 5% for payment by L/C.

- A、
At
- B、 In

- C、 On
- D、 From

答案： C

26、根据考核评价介绍，课堂活动中以下哪一种情况得分最高？

- A、 选人回答正确
- B、 讨论发帖
- C、 抢答
- D、 第一个抢答

答案： D

27、We find your terms _____ and now send you our order for 2 sets of generators.

- A、 satisfied
- B、 satisfaction
- C、 satisfactory
- D、 of satisfaction

答案： C

28、外贸英语函电是哪两个专业的必修课程？

- A、 电子商务
- B、 商务英语
- C、 国际贸易实务

答案： AB

29、...However, when television is watched in moderation, it is extremely valuable, as it provides relaxation, entertainment, and education.

- A、 First of all, watching TV has the value of sheer relaxation.
- B、 Television makes viewers passive.

- C、 Television discourages communication.
- D、 In addition to being relaxing, television is entertaining.
- E、 Most important, television is educational.

答案： ADE

30、 Most important, television is educational.

- A、 Preschoolers learn colors, numbers and letters from public television programs like Sesame Street.
- B、 Watching television can be soothing and restful after an eight-hour day of pressure, challenges, or concentration.
- C、 Science shows for older children, like Fun with Nature, go on location to analyze everything.
- D、 Adults, too, can get an education (college credits included) from courses given on television.

答案： ACD

31、 课程考核方案中， 以下哪几项占比 15%

- A、 参与课堂活动
- B、 签到
- C、 学习在线课程任务点
- D、 作业
- E、 考试

答案： ACD

32、 We sincerely hope that we can e_____ the business in these l_____ to our mutual benefit.

答案：

enlarge

；

lines

；

33、 外贸英语函电课程不要求检查纸质笔记

答案： 错误

34、 Which of the following are shipping marks?

- A、 Keep dry
- B、 Destination
- C、 Gross, net and rare Weights
- D、 Quantity
- E、 Contract number
- F、 Consignee's mark
- G、 Use no hook

答案: BCDEF

35、 Dear Sirs

We regret having to inform you that the Cotton Piece Goods covered by our Order No. 69013 and shipped per S.S. "Peace arrived in _____ such an unsatisfactory condition that we cannot but _____ a claim _____ you. It was found upon examination that nearly 20% of the packages had been broken, obviously attributed to improper packing. Our only recourse in consequence was to have them repacked before delivering to our customers, which inevitably resulted in extra expenses amounting to US\$350.

We expect compensation from you for this, and should like to take this opportunity to suggest that special care be taken in your future deliveries as prospective customers are apt to misjudge the quality of your goods by the faulty packing.

Yours faithfully,

答案:

in
;
lodge

;
against
;
found
;
broken
;
have
;
in
;
compensation
;

36、 We have received the documents and taken _____ of the 2000 cartons of Tea Sets _____ our Order No.123 ex S.S. "Princess".

答案:

delivery
;
under
;

37、 We regret to inform you that Case No 36 is b_____. The contents are seriously _____ owing _____ improper packing.

答案:

broken
;
damaged
;

to

;

38、We found the quality is not u___ to what we stated in the contract.

答案:

up

;

39、On examination, we found that 30 boxes m_____.

答案:

missing

;

40、信函编号 reference number 一般可能包括以下哪些内容?

A、 文件编号

B、 部门代码

C、 经办人代号(起草人、录入人姓名缩写)

D、 公司名称

答案: ABC

41、Everything appears to be c_____ and in good condition e_____ in Case No. 40.

答案:

correct

;

except

;

42、

Your last shipment is so disappointing that we cannot but
l_____ a claim a_____ you.

答案:

lodge

;

against

;

43、 Please inform us o_____ your decision on how to s_____
the claim.

答案:

of

;

settle

;

44、 We are i___ receipt of your letter of may 1 c___ for short
weight on the consignment of tea sets.

答案:

in

;

claiming

;

45、 We r___ for the losses you have suffered and agree to c___ you
b_____ USD15,000.

答案:

regret

;

compensate

;

by

;

46、 We are arranging for the r_____ of...as soon as possible.

答案:

replacement;replacements

;

47、 We l__ into the matter and found that our ... was properly w_____ at the time of loading.

答案:

looked

;

weighed

;

48、

Your claim should be r_____to the insurance company.

答案:

referred

;

49、 If our national economy develops at the same speed _____ for the past decade, we are sure we can catch up with the advanced countries in the world in 50 years.

A、 as it was

B、 as it did

C、 as it does

D、 as it has done

答案： D

解析：

50、P. S. 是不是一般情况最好不用

答案： 错误

51、1. ——

We request you to inform us of the price of Chinese dinnerware and the possibly earliest date of delivery.

2. ——

Being specializing in the export of Chinese Arts and Crafts goods, we express our desire to trade with you in this line.

3. ——

We bid US \$310 per ton for Nippon marble last month. Now we can do a little better, say, US\$315 per ton.

4. ——

The consignment of books is packed in two cases of about 100 kg each.

答案：

enquiry;Enquiry

;

Establish business relations;establish business relations

;

Counter Offer;Counter offer;counter offer

;

Packing

;

52、以下属于外贸英语函电知识目标的是？

A、

掌握外贸函电格式和写作原则

B、

掌握外贸函电写作框架和基本内容。

C、

掌握外贸函电相关重点词汇、短语、句式

答案： ABC

53、 We shall highly appreciate _____ if you will send us a brochure and two sample books by air immediately. ()

A、 you

B、 that

C、 it

D、 when

答案： C

54、 We hope that you will find many items of _____ to you. ()

A、 interest

B、 interesting

C、 interested

D、 being interested

答案： A

55、 Please note that our offer remains firm _____ ten days for your acceptance. ()

- A、 for
- B、 until
- C、 in
- D、 on

答案： A

56、 Our sewing machines _____ fast, and there have been numerous enquiries about them. ()

- A、 are sold
- B、 selling
- C、 are selling
- D、 are being sold

答案： C

57、 We would be most thankful if you could extend this favor to us and agree _____ 50% by L/C and 50% by D/P at sight. () 信用证(Letter of Credit, L/C)即期交单(D/P Sight)

- A、 with
- B、 upon
- C、 at
- D、 to

答案： D

58、 We have arranged with the Bank of Japan, Tokyo, to _____ a credit in your favor. ()

- A、 draw
- B、 establish
- C、 make
- D、 extend

答案： B

59、 We thank you for your letter of 12 June, _____ you have opened the covering L/C. ()

- A、 in which
- B、 from which
- C、 informing
- D、 informing us

答案： D

60、 Please call your attention _____ our newly developed bicycles which will surely have good sale in your market. ()

- A、 to that
- B、 to the fact that
- C、 that
- D、 to

答案： D

61、 We are sending you by separate airmail a copy of our _____ catalog for your reference. ()

- A、 new
- B、 fresh
- C、 latest
- D、 later

答案： C

62、 If you had opened the letter of credit to reach us in July, we _____ the goods now. ()

- A、 could have dispatched
- B、 could dispatch
- C、 dispatch

D、 can dispatch

答案: B

63、 Consequently we find no _____ to compensate for the loss you claimed for. ()

A、 ground

B、 place

C、 land

D、 position

答案: A

64、 We are making you our quotation for shoes_____. ()

A、 as follow

B、 as follows

C、 following

D、 at following

答案: B

65、 We are willing to renew the agreement on the same terms _____last. ()

A、 like

B、 as

C、 to

D、 with

答案: B

66、 Part of your payment has been received, but \$20,000 is still _____. ()

A、 withstanding

B、 paid

- C、 owned
- D、 outstanding

答案： D

67、尊敬的先生：

收到贵方 2006 年 2 月 1 日的来函，要求我方办理 5、000 双男皮鞋之投保事宜，保险费由贵方承担。

现欣然奉告，我方已向中国人民保险公司按发票金额的 110%为上述货物投保了一切险。投保金额为 3 万美元。保险单正在准备中，将在本周连同保险费的收款单 (debit note) 一并寄给贵方。

货物将由”东风”号货轮运出，该轮将于 2 月 18 日出发，预计 3 月 10 日左右抵达目的港。

此致

答案：

五、撰写英文书信(本大题 20 分)

57. Dear Sirs,

We have received your letter of February 1, 2006, requesting us to insure 5,000 pairs of men's leather shoes for your account.

We are pleased to inform you that we have insured the above shipment with the People's Insurance Company of China against All Risks for 110% of the invoice value. The insured amount is \$ 30,000.

The insurance policy is being prepared accordingly and will be forwarded to you by the end of this week together with our debit note for the premium.

For your information, the goods will be shipped on S. S "East Wind" on February 18 and due to arrive at the port of destination on or about March 10.

Yours faithfully,

68、 We shall fulfill you order according to the remarks in our last letter _____ we hear from you to the contrary. ()

- A、 if
- B、 unless
- C、 that
- D、 which

答案： B

69、 _____ , we discovered that the goods were inferior in quality to the sample. ()

- A、 After exam
- B、 On examination
- C、 When exam
- D、 Upon examining

答案： B

70、 While placing our order, we emphasized that any delay in delivery would definitely _____ the cost of the goods. ()

- A、 add
- B、 add to
- C、 amount to
- D、 plus

答案： B

71、 We will _____ a sight draft on you on collection basis. 开汇票

答案：

draw

；

72、 Are the goods _____ Contract No. 1986 are now ready for shipment, please rush your L/C.()

- A、 against
- B、 of
- C、 under
- D、 for

答案： C

73、 Please _____ us your lowest price for 500 men' s bicycles.()

- A、 quote
- B、 offer
- C、 make
- D、 enquire

答案： A

74、 As to terms of payment, we often require a confirmed and irrevocable L/C _____ by draft at sight

答案：

available 或 payable

；

75、 Your goods will be loaded _____ S.S" Green Wood" .

答案：

on

；

76、 As a result of the _____ switches, we are now faced with the following losses. ()

- A、 effective
- B、 broke
- C、 fault
- D、 defective

答案： D

77、We are now _____ need of the following specialties of your corporation.

答案:

in

;

78、Our offer is _____ to your reply reaching us before May 15.

答案:

subject

;

79、We file a ____with you ____ this cargo for the short-weight.

答案:

claim

;

on

;

80、The buyer should open a letter of credit with a bank _____ to the seller.

答案:

acceptable

;

81、The port of destination is _____ buyer' s option.

答案:

at

;

82、You must be aware that any further delay _____ shipment will bring about adverse effect _____ future business.

答案:

in

;

to

;

83、 We will inform our customers _____ arrival of the shipment ourselves.

答案:

of

;

84、 I need to receive the replacement not later _____ Monday, April 29.

答案:

than

;

85、 We are sure your help will be beneficial _____ both parties.

答案:

to

;

86、 We are unable to comply _____ your request in your letter of January 31.

答案:

with

;

87、 We hope the matter can be settled __ _____ our mutual benefit.

答案:

to

;

88、We look forward _____ receiving your early reply.

答案:

to

;

89、We are pleased to enclose a detailed quotation (附上详细的报价单) _____ bathroom showers.

答案:

for

;

90、Such a growing demand can only result _____ increased price.

答案:

in

;

91、We assure you ____ our full attention ____ executing the contract.

答案:

of

;

to

;

92、As you fail to make delivery ____ time, we have no choice _____ to cancel our order with you.

答案:

in

;

but

;

93、 All prices must be quoted _____ Us dollars.

答案:

in

;

94、 for your reference

答案:

供您参考

95、 under separate cover

答案:

另函邮寄

96、 regular supply

答案:

定期供货

97、 cartons with plastic linings

答案:

塑料内衬的纸箱

98、 Translate the following phrases into Chinese or English.

acquaint sb. with

答案:

让……熟悉

99、 strong packing withstanding rough handling

答案:

承受野蛮装卸的坚固包装

100、offer from stock

答案:

现货供应

101、for attention and reply

答案:

请处理并回复

102、keep an offer open

答案:

报盘有效

103、fragile goods

答案:

易碎品

104、以...为准

答案:

subject to

105、唛头

答案:

shipping mark

106、中性包装

答案:

green packing

107、展证

答案:

extend the L/C

108、防潮包装

答案:

damp-proof packing

109、适合海运的包装

答案:

seaworthy packing

110、商品目录

答案:

catalogue

111、
销售季节

答案:

selling season

112、商务参赞处

答案:

Commercial Councilor's Office

113、Enclosed is our contract No. 812 in duplicate, of which please return us one copy, duly countersigned.

答案:

随函附上 812 号合同一式两份, 请正式会签并返回一份。

114、
缮制单据

答案:

make out documents

115、1. 出口方基本情况

Company Hunan Haili Chemical Industry Co. Ltd.

Office Address No. 251, 2nd Section, Furong(M) Road, Changsha,
Hunan, China

2. 进口方基本情况

Company Devidayal (Sales) Limited

Office Address 1st Floor Devidayal Estate, Reay Road, Mumbai
400010, India

Situation: As a sales representative of Hunan Haili Chemical Industry Co. Ltd., you are going to write to a client from the Devidayal (Sales) Limited in India, who claimed for short delivery.

The following aspects should be included in the letter:

Indicate the inside addresses of the sender, the receiver, the data, the complimentary close and the signature;

Indicate the importer claimed for the short delivery of 30 cartons of insecticides in the letter of 12th March;

Explain the reason for short delivery is caused by staff's negligence;

Take some measures to make up;

Express the regrets for the inconvenience caused by the shortage.

答案:

Dear Sirs,

Re: Your Claim for 25 Cartons of 138 shots **Flying Dragon Rocket Fireworks**

We are writing with regret to inform you that our agent has looked into the matter after receiving your claiming letter and confirmed that it was a mistake made due to our staff's negligence. The shortage **occurred** at the warehouse where the goods **were** packed. We are, therefore, going to settle the claim as soon as possible.

We would like to make immediate arrangements to have the goods shipped to Mumbai by the first opportunity, and have instructed our agent to notify you of the short-shipped cartons and bear any charges and expenses thus incurred for our account.

We are deeply apologetic for the inconvenience caused by the shortage. We can assure you that all possible steps will be taken to avoid such mistakes occurring again. We hope this matter will not affect our good relations in our future dealings.

Yours sincerely,

He Jie

116、该批花生系用双层麻袋包装,每袋净重约 50 公斤。

答案:

The groundnuts are packed in double gunny bags of 50 kgs net each.

117、Let' s meet each other half way and reduce the price by 2%.

答案:

让我们各让一步, 降价 2%。

118、我方已另寄给你方样品和三本商品小册子。

答案:

We have sent you samples and three brochures as well.

119、The boxes are to be marked with the initials of our company in a diamond as usual.

答案:

像往常一样, 盒子外刷上一个菱形, 菱形里面标上本公司名称首字母缩写。

120、Please mark "Handle with Care" or "Fragile" outside the outer packing in view of precaution.

答案:

谨慎起见, 请在外包装外面刷上“小心轻放”和“易碎品”。

121、这是实盘，以贵方 11 月 6 日前电复到此有效。

答案：

This offer is firm subject to your cable reply reaching us before November 6.

122、感谢贵方 1 月 23 日来函，按惯常条款向我方报盘 50 吨一等咖啡，纽约 CIF 为每吨 500 美元。

答案：

Thank you for your letter of January 23, offering us 50 tons of first-class coffee at USD 500 per ton CIF New York on usual terms.

123、We trust you will do your best to have this matter _____ right away. ()

- A、 settle
- B、 to settle
- C、 settling
- D、 settled

答案： D

124、This is our best price, _____ which we have conclude many orders with other buyers in your city. ()

- A、 on
- B、 for
- C、 by
- D、 at

答案： D

125、很遗憾我们无法接受贵方的报盘，因为你们的价格偏高。

答案：

We regret that we are not in a position to accept your offer as your price is on the high side.

126、_____ your information, we have received a crowd of inquiries from buyers in other directions. ()

- A、 On
- B、 For
- C、 By
- D、 At

答案： B

127、 If the first shipment _____, we guarantee that we shall send you many repeat orders. ()

- A、 will prove satisfactory
- B、 proves satisfactory
- C、 turns out satisfaction
- D、 turn out satisfied

答案： B

128、按你们所报价格我们将无利可图。

答案：

We will make no few profit at the price you offered.

129、 Should your L/C reach us at the beginning of next month, we _____ ship your order by S. S. Gusha. ()

- A、 would have been able to
- B、 shall be able to
- C、 have had been able to
- D、 were to

答案： B

130、A 4% discount will be granted only _____ your order exceeds US\$ 20000. ()

- A、 depends on
- B、 for condition that
- C、 on condition that
- D、 subject to

答案： C

131、 We have made _____ that we would accept D/A at 60 days' sight for this order. ()

- A、 clear
- B、 it is clear
- C、 that clear
- D、 it clear

答案： D

132、 We have _____ at 30 days' sight for the contracted value. ()

- A、 written to you
- B、 called on you
- C、 sent to you by air mail
- D、 drawn on you

答案： D

133、 We suggest that you _____ the covering letter of credit without the least possible delay. ()

- A、 will open
- B、 shall open
- C、 open
- D、 can open

答案： C

134、 We thank you for the special offer you _____ us. ()

- A、 make

- B、 offer
- C、 let
- D、 inform

答案： A

135、 We are a state-owned corporation _____ both the import and export of textiles. ()

- A、 handling in
- B、 trading
- C、 dealing with
- D、 dealing in

答案： D

136、 As _____ machine tools, we regret to say that we are not able to supply for the time being. ()

- A、 reference
- B、 regard
- C、 regards
- D、 regarding

答案： C

137、 We have the pleasure of writing to _____ you in the hope of doing business with you _____. ()

- A、 contact with you, in this line
- B、 contact, in this line
- C、 get in touch with, upon this line of business
- D、 get contact, within line of business

答案： B

138、 Please amend your L/C No. 1162 _____ transshipment and partial shipment. ()

- A、 allow
- B、 to allow
- C、

allowing

D、 as allow

答案： B

139、 We hope that the stipulations of your L/C are _____conformity _____ the terms of the contract.

答案：

in

；

to/with

；

140、

Since the premium varies with the scope of _____ extra premium is buyer's account, should additional risks be covered? ()

A、 assurance

B、 insurance

C、 business

D、 enterprises

答案： B

141、 目录

答案：

catalogue/brochure

142、 We will accept your order ___ the same terms as before with a view ___ encouraging business.

答案：

on
;

to
;

143、订单

答案:

order

144、We are ___ receipt of your letter of June 4, requesting for easier terms of payment.

答案:

in
;

145、市场经济

答案:

market economy

146、We are making you a firm offer _____ 20000 dozen women' s pajamas ___US\$48.5 per dz. CFRC5% Lagos _____ shipment in March, 2008.

答案:

for
;

at

;

for

;

147、电子邮件

答案:

E-mail

148、This offer is firm, subject ____ your reply reaching us before July 15.

答案:

to

;

149、询盘

答案:

enquire/inquiry

150、Kindly let us know ____ what price you can close business.

答案:

at

;

151、报盘

答案：

offer

152、报价

答案：

quote/quotation

153、信用证

答案：

L/C

154、你处

答案：

at your end/on your side

155、供你参考

答案：

for your reference

156、虚盘

答案：

non-firm offer

157、汇票

答案：

draft

158、 装运

答案:

ship(ment)

159、 还盘

答案:

counter-offer

160、
按照要求

答案:

as your request/requested

161、 利润

答案:

profit

162、
实盘

答案:

firm offer

163、折扣

答案:

discount

164、 We thank you for your letter of March 13 and the _____ catalogue. ()

- A、 given
- B、 sent
- C、 enclosed
- D、 presented

答案： C

165、 They found an opportunity to purchase six _____ leather shoes. ()

- A、 thousands pairs
- B、 thousand pair of
- C、 thousands of pair
- D、 thousand pairs of

答案： D

166、 The letter we sent last week is an enquiry _____ digital cameras. ()

- A、 about
- B、 of
- C、 for
- D、 as

答案： C

167、 If you can _____ your price by 5%, we may conclude the transaction with you. ()

- A、 offer
- B、 bring down
- C、 fix
- D、 quote

答案： B

168、
形式发票

答案：

pro-forma invoice

169、

一式两份

答案:

in duplicate

170、 Please let us _____ your firm offer before the end of this month. ()

A、 had

B、 have

C、 having

D、 to have

答案: B

171、 We are not in a position to offer firm, as the goods are _____. ()

A、

without stock

B、 outside in stock

C、 no stock

D、 out of stock

答案: D

172、 They have _____ us that you are _____ the market _____ chemicals. ()

A、

inform, in, on

B、 informed, in, for

C、 advise, in, on

D、 advised, in, of

答案: B

173、 We _____ some brochures _____ to illustrate the types of materials we manufacture. ()

A、 enclose you, /

B、 enclose, you

C、 enclose, /

D、 enclose, to you

答案: C

174、 would not give you any lower price _____ you could place an order for more than 500 tons. ()

A、 expect

B、 until

- C、 unless
- D、 besides

答案： C

175、 We are willing to enter into business relations with you on the _____ of equality and mutual benefit. ()

- A、 base
- B、 basis
- C、 bases
- D、 based

答案： B

176、 We are a specialized corporation, _____ the export of animal by-products. ()

- A、 dealing with
- B、 dealing
- C、 handling
- D、 dealt in

答案： C

177、 Your name and address have been passed on to us by Hong Kong Trading Company, and we are glad to write to you hoping to establish trade relations with you.

答案：

香港贸易公司已将贵公司名称及地址转交我方。兹去函与你联系，愿与你方建立贸易关系。

178、 In order to obtain the needed information, the inquirer should simple, clearly and concisely write _____ he wants to know. ()

- A、 that
- B、 so
- C、 what
- D、 because of

答案： C

179、 Please sent us your best offer by fax indicating packing, specifications, quantity available and earliest time of delivery.

答案：

请传真发来优惠报盘，同时指明包装、规格、可供数量及最早交货期。

180、 While _____ an enquiry, you ought to enquiry into quality and price etc. ()

- A、 making
- B、 sending
- C、 offering
- D、 giving

答案： A

181、 Enclosed is our pro-forma invoice No.3422 in duplicate coving 500 Ever-lasting brand bicycles for shipment during October.

答案：

关于 10 月船期的 500 辆永久牌自行车，现随函寄去我方形式发票一式两份。

182、We owe your name and address _____ Italian Commercial Bank who informed us that you are in the market _____ table-cloths. ()

- A、 from, for
- B、 to, with
- C、 from, with
- D、 to, for

答案： D

183、We have handled this line for more than 20 years.

答案：

我们经营这类商品已经有 20 多年的历史了。

184、What kind of products do you think _____ particularly interested _____. ()

- A、 are they, in
- B、 they are, in
- C、 are they, /
- D、 they are, /

答案： B

185、As soon as we receive your specific enquiry, we will send you the catalogue and samples.

答案：

一收到你方具体询盘，我们马上寄送商品目录及样品。

186、Letter writing practice: write a letter according to the following information in China.

(1) 5月21日来信收到, 得知贵方对我们的文具很感兴趣, 但认为我方4月30日的价格偏高, 无法成交。

(2) 我们的报价已被贵地其他客户所接受, 已有大量成交而且询价单源源而来。我方无法降低报价。

(3) 希望贵方重新考虑, 早日来传真告知。

答案:

Dear Sirs,

We learned from your letter of May 21 that you are interested in our stationery but find our quotation of April 30 too high to conclude.

We would inform you that our price has been accepted by other buyers in your city, at which substantial business has been done and that inquires have kept flooding in over the past few month. Such being the case, we cannot cut our price. As a matter of fact, it is only in view of our long-standing trade relations that we offered you such a favorable price.

We hope you will reconsider it and fax us as soon as you can.

Yours truly,

187、贵方所报价格和质量都符合要求。

答案:

Your offer meets our requirements both in price and quality.

188、我方从ABC公司得知, 贵公司是你地区最主要的电子产品的进口商之一, 随函附上我方产品插图目录和价目表。

答案:

We learn from ABC company that you are one of the leading importers of electronic products in your area and enclose here our illustrated catalogue and price list.

189、

复函时，亦请说明交货期、折扣及付款条件。

答案:

When replying, please state delivery period, discounts and terms of payment.

190、 Which of the following are the three main types of payment terms?

- A、 Draft
- B、 Collection
- C、 Remittance
- D、 Check
- E、 L/C

答案: BCE

191、

已收到贵方 12 月 15 日有关以上主题的查询。

答案:

Your inquiry of December 15 regarding the above subject has been received.

192、 Remittance is the t_____ of money from the importer to the exporter through the bank.

答案:

transfer

;

193、

我方很高兴地告知，您信中所提及的公司在本本地经营已超过10年，该公司知名度很高并享有良好的信誉。

答案：

We are pleased to state that the firm referred to in your letter is a well-known and highly reputable firm who has been in the business in this city for more than ten years.

194、D/D refers to D_____ Draft which is purchased by the remitter from his local bank.

答案：

Demand

；

195、Under D/P, the buyer p_____ to get the documents, while under D/A, the buyer a_____ to get the documents.

答案：

pays

；

accepts

；

196、An L/C is the written p_____ of a bank, of which the most popular type is c_____, irrevocable letter of credit.

答案：

promise

；

confirmed

；

197、Under _____, the bank entrusts the bank to transfer the payment to the exporter by means of cable, telex or SWIFT.

Under _____, the bank entrusts the bank to transfer the payment to the exporter by means of mail.

答案:

T/T

;

M/T

;

198、We wish to draw your attention to Contract No. XK4793 which _____ that the relative L/C should be opened and reach us before the end of this month.

A、 show

B、 stipulates

C、 acts

D、 represents

答案: B

199、As stipulated in the contract, the bank **___open an L/C before the end of September 2009.**

A、 will

B、 ought

C、 need

D、 shall

答案: D

200、As we are ___ of these goods, please expedite shipment after receiving our L/C.

A、 in badly need

B、 in urgently need

C、 urgent in need

D、 badly in need

答案: D

201、_____subsequent amendments, please see to it that the L/C stipulations are in exact accordance with the terms of the contract.

- A、 Avoid
- B、 Having avoided
- C、 To avoid
- D、 Being avoided

答案： C

202、 My uncle lives ____ 105 Beijing Street.

- A、 on
- B、 at
- C、 in
- D、 to

答案： B

203、 They live ____ the same street, about two blocks apart.

- A、 on
- B、 in
- C、 to
- D、 at

答案： A

204、 Hubei province is ____ the North of Hunan province.

- A、 in
- B、 on
- C、 at
- D、 to

答案： B

205、 **He lives _____ Paris with his wife.**

- A、 in
- B、 on

C、 at

D、 to

答案： A

206、 Due to unforeseen difficulties, we find it impossible to make shipment in July, and would appreciate ___ the shipment date and validity of your L/C to August 15 an August 31 respectively.

A、 your extending

B、 you to extend

C、 you extending

D、 your extended

答案： A

207、 We are _____ that we failed to ship the goods on s. s. "Sunshine" as scheduled. ()

A、

regrettable

B、

regret

C、

regretful

D、 regretless

答案： C

208、 It ___ if you ___ the L/C for another 15 days.

A、 is appreciated; extend

B、 will be appreciated; could extend

C、 should be appreciated; could extend

D、 should be appreciated; can extend

答案： C

209、 We think it impossible to have the L/C_____ again.

- A、 extended
- B、 extending
- C、 to extend
- D、 extends

答案： A

210、 Which of the following documents are mentioned in the clip?

- A、 Packing List
- B、 Inspection Certificate
- C、 Certificate of Origin
- D、 Commercial Invoice
- E、 Bill of Lading
- F、 L/C
- G、 Draft

答案： BCDE

211、 B/L represents the t_____ to the goods; an invoice outlines buyer's o_____ to pay; C/O may insist with the c_____ of Customs; the regulation in the buyer's country may require the i _____ of the goods prior to payment, in which case the seller must provide an inspection certificate.

答案：

title

;

obligation

;

clearance

;

inspection

;

212、Dear sirs,

We have received your letter of 1st March enquiring about ...

答案： 错误

213、.....

Your faithfully,

William Smith

答案： 错误

214、P. O. Box No. 1752, Shanghai 20002

Shanghai Parmaceutical Co., LTD

China

答案： 错误

215、Dear Miss Mary,

I am writing to

答案： 错误

216、3rd May 2019

答案： 错误

217、What of the following are the 7 principal (necessary) parts of a business letter?

A、salutation

B、c. c.

C、attention line

D、subject line

E、enclosure

F、letterhead

- G、 inside address
- H、 body
- I、 signature
- J、 complimentary close
- K、 date

答案： AFGHIJK

218、 The Guangzhou Export Commodities Fair, sometimes known as the Canton Fair, has _____ to offer that you can find almost everything.

- A、 so many
- B、 more
- C、 so much
- D、 most

答案： A

219、 Your letter of May 9 addressed to our Wuhan Branch Office has _____ to us for attention and reply.

- A、 been passed on
- B、 passed
- C、 passed on
- D、 been past through

答案： A

220、 We owe your name and address _____ Italian Commercial Bank who has informed us that you are in the market _____ table-cloths.

- A、 from , for
- B、 to, within
- C、 from, with
- D、 to, for

答案： D

221、 Dear Sirs,

Your firm has been r_____ to us by Messrs. Freeman &
Co. _____ Ltd., with whom we have d_____ business for many years.

We s_____ in the export of Chinese cotton piece goods, which have
e_____ great popularity in world market. We e_____ a copy of our
catalog for your reference and hope that you would contact us if any
item m_____ your interest.

As to our financial standing, you could a_____ the Bank of China,
New York for any information.

We are looking forward to your early reply.

Yours truly,

答案:

recommended

;

done

;

specialize

;

enjoyed

;

enclose

;

meets

;

approach

;

222、As the item _____ the scope of our business activities, we shall be pleased to establish direct business relations with you.

- A、 lies within
- B、 fall within
- C、 come under
- D、 be within

答案： A

223、We are a specialized corporation, _____ the export of animal by-products.

- A、 dealing
- B、 handling
- C、 dealing with
- D、 dealt in

答案： B

224、We wish to introduce ourselves ____ a state-run corporation dealing _____ textiles?

- A、 as, with
- B、 for, in
- C、 as, in
- D、 with, with

答案： C

225、The commodities you offered are _____ line with the business scope of our clients.

- A、 outside
- B、 out of
- C、 out
- D、 without

答案： B

226、The letter we sent last week is an enquiry _____ color TV sets.

- A、 about
- B、 for
- C、 of
- D、 as

答案： B

227、 They found an opportunity to purchase six _____ leather shoes.

- A、 thousands pairs
- B、 thousand pair of
- C、 thousands of pair
- D、 thousand pairs of

答案： D

228、 We enquire _____ glassware available _____ export.

- A、 for, to
- B、 for, for
- C、 to, for
- D、 of, about

答案： B

229、 We are pleased _____ your enquiry of July 15 for our toys.

- A、 to receiving
- B、 as received
- C、 receiving
- D、 to have

答案： D

230、 We are pleased to make you an offer, subject ___ our final confirmation, as _____.

答案：

to

;

follows

;

231、There is a steady demand in Europe _____ leather gloves
_____ high quality.

A、 for, with

B、 for, of

C、 at, with

D、 in, of

答案: B

232、We _____ some brochures _____ to illustrate the types of
materials we manufacture.

A、 enclose you, /

B、 enclose, you

C、 enclose, /

D、 enclose, to you

答案: C

233、填词

答案:

source

;

introduction

;

requirement; requirements

;

offer

;

reply

;

234、Dear Sir or Madam:

Thank you for your (1) o of February 20, 2007 and the
Teddy Bear sample you kindly sent us.

In reply, we (2) r to say that we cannot accept
your offer at your (3) p . You may be aware that some
products of Indian origin have been (4) s here at a
(5) l about 10% lower than yours. We do think that the
quality of your products is better, but the
(6) d in price should not be so big. Meanwhile,
the current market is also weak. To conclude this
(7) t we make a
(8) c as follows: Teddy Bears as the
(9) s sent to us on February 20, 2007 at US\$8 per
piece CIF London, other terms and conditions as per your letter of
February 20, 2007.

We await your early (10) a .

Yours faithfully,

答案:

offer

;

regret

;

price

;

sold

;

level

;

difference

;

transaction

;

counter-offer; counter offer

;

sample

;

acceptance

;

235、We are __ receipt of your fax of March 8, __ us 1,500 Forever Mountain Bikes.

答案:

in

;

offering

;

236、we a_____ the good quality of your goods.

答案:

appreciate;ppreciate

;

237、we are unabel to _____ your offer, __ the price quoted is out of line with the _____ market level.

答案:

entertain;accept

;

as

;

prevailing;current

;

238、 ___ view of our long-standing business relations, we ___ you a counter-offer, ___ to your reply reaching us within three days,

答案:

In

;

make

;

subject

;

239、

1. P.O.Box No.1752,Shanghai 20002

Shanghai Parmaceutical Co., LTD

China

答案: 错误

240、 ___ requested, we make you an offer ___ 1,500 Forever Bicycles ___\$32 per piece CIF Lagos__delivery __May.

答案:

As

;

for

;
at
;
for
;
in
;

241、3rd May 2019

答案： 错误

242、Dear sirs,

We have received your letter of 1st March enquiring about ...

答案： 错误

243、We have received your _____ of June 10 __ our Printed Shirting.

答案：

enquiry

;
for
;

244、

Your faithfully,

William Smith

答案： 错误

**245、This offer is _____, subject ____ your reply reaching us
before July 15.**

答案：

firm;valid;open;good

;

to

;

246、Dear Mr. William,

I am writing to

答案： 错误

247、Please _____ confirmation as early as possible if you find the above acceptable.

答案：

make

;

248、ewcfefv

答案：

wwq

;

249、dfwef

答案： 正确

250、Dear Mr. William,

I am writing to.....

答案： 错误

251、Our past purchase ___ Purple Speckled Kidney Beans(紫芸豆) has been _____ confirmed, irrevocable L/C _____ a rule.

答案：

for

;

paid

;

by

;

as

;

252、We regret that payment by L/C has _____ us considerably unnecessary _____ and _____

答案:

caused

;

expense

;

trouble

;

253、The _____ of our funds _____ about 3 or 4 months. At present, this problem is particularly _____ due to the _____ money condition and unprecedentedly _____ bank interest.

答案:

tie-up

;

lasts

;

taxing

;

tight

;

high

;

254、_____ the market is dull with a downward tendency, we hope our counteroffer is _____ _____ you.

答案:

As

;

acceptable

;

to

;

255、 We shall _____ it if you will _____ us _____
either “Cash against Documents on arrival of goods” or “Drawing on
us at three months’ sight” .

答案:

appreciate

;

accommodate

;

with

;

256、 _____, we can only switch our requirements to other
suppliers.

答案:

Otherwise

;

257、 We believe easier payment terms would be _____ to our
business with you

答案:

conducive

;

258、 以下哪项是“资金占压期”的正确英文表达?

A、 tight up

- B、 tie-up
- C、 fund-up
- D、 tight funds

答案： B

259、 We are _____ of your letter of October 1.

答案：

appreciative

；

260、 以下哪项是“宽松支付方式”的正确英文表达？

- A、 payment
- B、 payment terms
- C、 accommodating payment
- D、 easier payment terms

答案： D

261、 Through your c_____, we are prepared to p_____ an order _____ you for the following types.

答案：

cooperation; co-operation

；

place

；

with

；

262、 以下哪项是“向某人开出金额为…的…汇票”的正确英文表达？

- A、 draw at sb on sight for an amount
- B、 draw on sb at sight for an amount
- C、 draw at sb on sight against an amount
- D、 draw on sb for sight for an amount

答案: B

263、If you do not have any of the listed items in _____, please do not send substitutes in their place.

答案:

stock

;

264、We e_____ our Purchase Confirmation No. As2312 _____ duplicate. Please sign and return one copy _____ our file _____ your earliest convenience.

答案:

enclose

;

in

;

for

;

at

;

265、We are _____ for the establishment of the relative L/C _____ Bank of China, Shanghai.

答案:

arranging

;

with

;

266、As we are _____ urgent need of the goods, we would _____ prompt delivery within the next six weeks.

答案:

in

;

appreciate

;

267、We shall fulfill your order according to the remarks in our last letter _____ we hear from you to the contrary.

A、 if

B、 unless

C、

that

D、 which

答案： B

解析：

268、This course mainly teaches students some business English oral and listening skills

答案： 正确

269、Why do we choose "Upper Intermediate" textbook ?

答案： First of all, we have a relatively solid foundation in English. Second, we hope that after studying this course, our English level will naturally rise to the highest level.

270、Parts of speech include ()

A、 n

B、 adj

C、 adv

D、 All of the above are true

答案： D

271、There are () sentence patterns in English grammar

A、 one

B、 two

C、 three

D、 four

答案: D

272、 There are six tenses in English

答案: 正确

273、 The preparation for cutting out baby English is ()

A、 You praise each other.

B、 Finish reading

C、 Creating an impression

D、 All of the above are true

答案: D

274、 If someone asks you what are you doing, you should say ()

A、 Busy

B、 I'm so busy

C、 I'm up to my ears in work

D、 All of the above are true

答案: C

275、 How do you like basketball? You will answer "I like it"

答案: 错误

276、 What can help you to cut out your baby English?

答案: Reading stories or watching movies in English which will help you encounter the real English

277、 "Fall into a habit of collecting , noting down and memorizing some useful expressions or sentences" will help you cut out "Baby English"

答案: 正确

278、 "Impeccable" means ()

A、 perfect

B、 simple

C、 associate

D、 shy

答案: A

279、To describe the kind of impression in your business life ()

- A、 their dealings with others
- B、 their approach to their work
- C、 their appearance
- D、 All of the above are true

答案: D

280、Which of the following are the characteristics of men in the article ()

- A、 blue eyes
- B、 yellow eyes
- C、 black hair
- D、 red hair

答案: A

281、Daisy is famous for her outstanding

答案: 正确

282、She leads the creative team at ()

- A、 Bidi
- B、 Washington
- C、 NewYork
- D、 JaPan

答案: A

283、Daisy loves ()

- A、 sports
- B、 challenges
- C、 singing
- D、 painting

答案: B

284、Last year, sko accounted for the majority of women's advertising ()

- A、 0.1
- B、 0.2
- C、 0.05
- D、 0

答案: D

285、 The sales box includes ()

- A、 Wrinkle Cream
- B、 Mascara
- C、 Moisturizing lipstick
- D、 Bath ball

答案: ABCD

286、 The preliminary work discussed includes ()

- A、 To Express your opinion
- B、 To invite opinions
- C、 To Agree
- D、 All of the above are true

答案: D

287、 To improve the skills of discussion, there must be differences

答案: 正确

288、 When you want to express your opinion, you can say ()

- A、 For my part
- B、 As far as I am concerned
- C、 In my view
- D、 All of the above are true

答案: D

289、 Starting with what I think is the most basic way to express your opinions

答案: 正确

290、 When you want to invite your opinion, you can say ()

- A、 What's your idea about?
- B、 What do you think?
- C、 What are your view on?
- D、 How shall we take this project forward?

答案: ABCD

291、 Which of the following phrases can be used to express "consent"?

- A、 Yes, you are right
- B、 I agree with you
- C、 I go along with that
- D、 All of the above are true

答案: D

292、 If you want to limited agreement, you can say that ()

- A、 I'm not against it, but there's a problem
- B、 Yes, I am with you , but there's a problem
- C、 A, B are right
- D、 All of the above are true

答案: C

293、 When you want to express disagree , you can say ()

- A、 Sorry
- B、 I don't think so
- C、 I don't agree with you
- D、 All of the above are true

答案: D

294、 The board game is made up of dice, chessboard and something special

答案: 正确

295、 How to discuss ideas?

- A、 introducing ideas
- B、 developing

C、 killing ideas

D、 All of the above are true

答案: D

296、 () is use to introducing ideas

答案: Why don't we ...;

297、 Killing ideas includes we don't have time to talk about this at the moment

答案: 正确

298、 Rachel's point is ()

A、 we need to get out and have meetings with shop assiatants

答案: A

299、 "We've got many of our best ideas from just this kind of exercise in the past" is introducing reality

答案: 正确

300、 What shall we do on the weekend?

答案: We can use the rest time to improve our reading ability and travel in the ocean of knowledge

301、 Why more and more people prefer to dine out?

答案: Because we can have more choices when we eat out, and we can also chat with close friends

302、 What is the preparation for this chapter?

答案: Please try to learn the business Jargon/and buzzwords in Unit 1 & 2 ,business imagery in Unit 7 by yourself

303、 You should discuss these qudstions: "Do you think taht the terms above are useful in understanding modern biuiness"?

答案: 正确

304、 A euphemism is a less direct way of saying something that is unpleasant

答案: 正确

305、 Which of the following is talk about an unpleasant part of business life ()

A、 downsizing

B、 sacking

答案： A

306、 What happened in the video?

A、 The boss dismissed him

B、 The boss praised him

答案： A

307、 Why does the boss let him look for another job?

A、 Because he didn't work hard enough

B、 Because he's cunning

答案： B

308、 "Unfortunately, I was being economical with the truth" means

A、 I was lying

B、 I can't pay you

答案： A

309、 How to say "遗臭万年" in English?

A、 A bad thing never dies

B、 A bully is always a coward

答案： A

310、 "All good things come to an end" means ()

答案： 天下没有不散的筵席；

311、 How to prepare for learning pronunciation

答案： Please read some sentences loudly to your friends and ask them to tell you your weakness in your pronunciation and intonation

312、 For most business English learning English grammar is easy to say, but easy to make mistakes in use

答案： 正确

313、 Pronunciation knowledge includes ()

A、 stress reading

答案： A

314、 Linking occurs between two words

答案： 正确

315、 BCC 情况下收信人能看到信件同时抄送其他部门或人

答案： 错误

316、 以下是附件(名词)英文单词及正确缩写的是?

A、 Enc.

B、 Encl.

C、 Enclo.

D、 Enclosure

答案： ABD

317、

P. O. Box No. 1752, Shanghai 20002

Shanghai Parmaceutical Co., LTD

China

答案： 错误

318、 Dear sirs,

We have received your letter of 1st March enquiring about ...

答案： 错误

319、

Your faithfully,

William Smith

答案： 错误

320、 use one word to replace “due to the fact that”

答案：

because

；

321、 use one word to replace “at this time”

答案：

now

；

322、Any discrepancy ___the quality of the delivered goods against the contractual stipulations is not allowed.

A、 to

B、 among

C、 in

D、 on

答案： C

323、 We have r_____ your L/C No. XK4793 f_____ the amount of £9, 800 covering your Order No. 6286 for flower carpets.

答案：

received

；

for

；

324、 However, on e_____, we have found some d_____. Please m_____ the following amendments with the least possible delay:

答案：

examination

;

discrepancies

;

make

;

325、1. The name of the beneficiary should r_____ "xxx", i_____ of "xxx".

2. Please i_____ the words "or other EMPs" after "CIF London" ;

3. Allow partial shipments and transshipment and d_____ the clause "by direct steamer".

答案:

read

;

instead

;

insert

;

delete

;

326、Please s_____ to it that your amendments r_____ us by 30 October, otherwise shipment will be further d_____.

答案:

see

;

reach

;

delayed

;

327、To our regret, your L/C was found not properly _____ on the following points in spite of our request.

A、 amend

B、

to amend

C、

amending

D、

amended

答案： D

328、We hope that the stipulations of your L/C are in _____ with the terms of the contract.

A、 conformity

B、 conform

C、 conformability

D、 comfort

答案： A

329、We have received your L/C _____ the Bank of China.

A、 issued for

B、 issued in

C、 issued by

D、 issued on

答案： C

330、Please amend your L/C No. 1162 _____ transshipment and partial shipment. ()

- A、 allow
- B、 to allow
- C、 allowing
- D、 as allow

答案： B

331、 We suggest that you _____ the covering letter of credit without the least possible delay. ()

- A、 will open
- B、 shall open
- C、 open
- D、 can open

答案： C

332、 We hope that the amendment can reach here before March 12, _____ the shipment cannot be effected as requested. ()

- A、 and
- B、 otherwise
- C、 unless
- D、 but

答案： B

333、 As a result of our close cooperation, substantial business has been concluded _____ our mutual satisfaction. ()

- A、 to
- B、 with
- C、 by

D、 on

答案： A

334、 We are _____ that we failed to ship the goods on s. s.
“Sunshine” as scheduled. ()

A、

regrettable

B、

regret

C、

regretful

D、 regretless

答案： C

335、 We think it impossible to have the L/C_____ again.

A、 extended

B、 extending

C、 to extend

D、 extends

答案： A

336、 We regret _____ to accept your terms of payment and therefore
have to return the order to you.

A、 our inability

B、 cannot

C、

be unable

D、

not able

答案： A

337、 We will consider _____ your terms of payment.

A、 accept

B、 accepting

C、 accepted

D、 to accept

答案： B

338、 We are now _____ of your order of June 19.

A、 in receipt of

B、

upon receipt of

C、 on receipt of

D、 in reception of

答案： A

339、 We have made _____ that we would accept D/A at 60 days' sight for this order.

A、 clear

B、

it is clear

C、 that clear

D、 it clear

答案： D

340、 We are in receipt of your letter of June 4, r_____ easier terms of payment.

答案：

requesting

；

341、 Actually, our original arrangement of payment is fairly r_____. From the time you open the credit till your buyers pay you, the intervals is n_____ about three months. Besides, your L/C is opened when the goods are ready f_____ shipment.

答案：

reasonable

；

normally

；

for

；

342、 As we must insist on our c_____ practice, we sincerely hope that you will not think us u_____.

答案：

customary

；

unaccommodating

；

343、 We have begun p_____ the goods as contracted and expect to e_____shipment as soon as your L/C arrives. To avoid delay, we trust that you will o_____ the L/C immediately.

答案:

producing

;

effect

;

open

;

344、While we a_____ your business, we regret b_____ unable to meet your request for D/A payment. As a matter of fact, many of our customers in your city have c_____ substantial business with us o_____ L/C basis.

答案:

appreciate

;

being

;

concluded

;

on

;

345、Our past p_____ of Mild Steel Sheet from you has been p_____ as a rule b_____ confirmed Letter of Credit.

答案:

purchase

;

paid

;

by

;

346、We r____ that payment by L/C has c____ us considerably unnecessary expense and trouble. In fact, from the moment we open a Letter of Credit till the time our buyers pay us, the t____ of our funds lasts about three or four months. At present, this question is particularly t____ due to the tight money condition and unprecedentedly high bank interest.

答案:

regret

;

caused

;

tie-up

;

taxing

;

347、We are in r_____ of your letter of September 18, contents of which have been duly n_____.

答案:

receipt

;

noted

;

348、With regard to Contract Nos.DSG 267 and BSG 268, we a_____ to D/P payment terms for these contracts. However, we consider it a_____ to make it clear that for further transactions D/P will

only be accepted if the a_____ involved for each transaction is below £1000.00.

答案:

agree

;

advisable;necessary

;

amount

;

349、It is in view of our long friendly business relations that we e_____ you this a_____. We sincerely hope that we can enlarge the business in these lines to our mutual benefit.

答案:

extend

;

accommodation

;

350、D/D refers to D_____ Draft which is purchased by the remitter from his local bank.

答案:

Demand

;

351、We shall appreciate it if you will a_____ us w_____ either "Cash against Documents on arrival of goods" or "Drawing on us at three months' sight".

答案:

accommodate

;

with

;

352、We believe easier payment terms would be c_____ to our business with you.

答案:

conducive

;

353、My uncle lives ____ 105 Beijing Street.

A、 on

B、 at

C、 in

D、 to

答案: B

354、Hubei province is ____ the North of Hunan province.

A、 in

B、 on

C、 at

D、 to

答案: B

355、We are pleased to inform you that the confirmed, irrevocable Letter of Credit No. 326 ____ the amount of USD 24,000 was established t____ the ABC Bank, London ____ July 15, 2017

答案: for; through; on;

356、Please deliver our Order No.811 ____ chemical fertilizer per S.S. "Elizabeth" ETA August 25 ____ Rotterdam and confirm ____ return that the goods will be ready in time.

答案: for; at; by;

357、B/L represents the t_____ to the goods; an invoice outlines buyer's o_____ to pay; C/O may insist with the c_____ of Customs; the regulation in the buyer's country may require the i _____ of the goods prior to payment, in which case the seller must provide an inspection certificate.

答案:

title

;

obligation

;

clearance

;

inspection

;

358、Dear Sirs,

We are pleased to advise you that the cargo under S/C No. 34784 has been shipped. The details are as follows:

Materials: Wafer Type Butterfly Valves

_____ : IN Case

The Shipping Line: Xingang Port - Jakarta, Indonesia

Name of Vessel: Vitoria

B/L No. : ABL 123

Net _____ : 3800 KGS

Gross Weight: 4215 KGS

Quantity: 25 PCS

—————: USD 21,345

—————: Prepaid

_____ Xingang: Dec. 10, 2005

_____ in Chon: Dec. 25, 2005

We trust the above shipment will reach you in perfect c_____ and we hope you will find them s_____.

We look forward to more opportunities to pay our most careful attention to your f_____order.

Sincerely,

答案:

Packing;packing

;

Weight; weight

;

Amount;amount

;

Freight;freight

;

ETD

;

ETA

;

condition

;

satisfactory

;

future;further

;

359、保兑的，不可撤销信用证

交货

运输途中

装箱单

一式两份

通关

装船通知

答案：

confirmed, irrevocable Letter of Credit

;

deliver;Deliver

;

in transit;In transit

;

packing list;Packing list

;

duplicate;Duplicate

;

passage through customs;Passage through customs

;

shipping advice;Shipping advice

;

360、We have _____ at 30 days' sight for the contracted value.

A、 written to you

B、

called on you

C、 sent to you by air mail

D、 drawn on you

答案: D

361、 The nail trimmers are packed ___ boxes of one dozen ___, 20 boxes _____ a carton.

答案: in; each; to;

362、 Please mark the cartons with our initials ABC _ a diamond _____ usual.

答案: in; as;

363、 The cases are n_____ and s_____ by overall metal s_____.

答案: nailed; secured; strapping;

364、 The goods are packed in s_____ cartons, which are l___ with waterproof paper.

答案: seaworthy; lined;

365、 Fill in the blanks with the following expressions.

(insurance policy; against ; extra premium; invoice value; effect insurance)

(1) We have covered your goods with PICC and _____ is being issued.

(2) If you require Breakage Risk, we may do it for you but the _____ is for your account.

(3) We are arranging insurance for 130% of the _____ against SRCC.

(4) Please insure the goods _____ All Risks on our behalf.

(5) The goods will be shipped by rail. You are required to _____ accordingly.

答案:

insurance policy

;

extra premium

;

invoice value

;

against

;

effect insurance

;

366、请写出下列保险术语的英文表达：

1、保险险别

2、水渍险

3、平安险

4、破损险

5、一切险

6、承包人、保险公司

7、保险费

8、保险单

9、催款通知单

10、发票金额

答案：

insurance coverage

;

WPA

;

FPA

;

Breakage; Breakage Risk; Risk of Breakage; Clash and Breakage Risks

;

All Risks

;

insurance company; underwriter

;

premium

;

insurance policy

;

debit note

;

invoice value

;

367、 Fill in the blanks

Dear Sirs,

Thank you for your letter of August 20, i____(1) us that you are in the m____(2) for Chinese toys.

To give you a general idea of the goods we are dealing i____(3), we are sending you by air a complete set of our s____(4) books together with full details of our export prices and t____(5) terms, which we hope will reach you in due course.

Our goods are enjoying fast sales in many countries for their fine q____(6) and reasonable p____(7) in spite of the rise in the cost of raw materials. We are glad to say that all the goods listed in our sample books can be supplied f____(8) stock and according to your specifications.

Should any of the i____(9) be interesting to you, please don't fail to send us your s____(10) enquiry, upon receipt of which, we will make an offer by cable.

Yours faithfully,

答案:

informing

;

market

;

in

;

sample

;

trade

;

quality

;

price

;

from

;

items

;

specific

;

368、Dear Sirs,

Your firm has been r_____ to us by Messrs. Freeman &
Co. _____ Ltd., with whom we have d_____ business for many years.

We s_____ in the export of Chinese cotton piece goods, which have
e_____ great popularity in world market. We e_____ a copy of our
catalog for your reference and hope that you would contact us if any
item m_____ your interest.

As to our financial standing, you could a_____ the Bank of China,
New York for any information.

We are looking forward to your early reply.

Yours truly,

答案:

recommended

;

done

;

specialize

;

enjoyed

;

enclose

;

meets

;

approach

;

369、We l_____ your name and address f_____ the Commercial C_____ 's
Office of your Embassy in Bangkok.

答案:

learn

;

from

;

Counselor

;

370、We are writing to you with a view t___ building up business r_____ with your firm.

答案:

to

;

relations

;

371、We are s_____ in the export of Electric and Electronic Machinery and Equipment.

答案:

specialized

;

372、We look forward t___ your f_____ reply.

答案:

to

;

favourable;favorable

;

373、我们（我公司、我方）为（是）中国纺织品进出口总公司，总部在北京。

We_____ China National Textiles Import and Export Corporation,
_____ its headquarters in Beijing.

答案:

are

;

with

;

374、兹介绍，本公司为中国最大的服装出口商之一。

_____ is to introduce ourselves _____ one of the leading exporters of garments in China.

答案:

This

;

as

;

375、我方借此机介绍，我公司为专门经营皮革制品的出口商。

We _____ the opportunity to introduce our company as exporters _____
in leather goods.

答案:

take

;

dealing;trading;specializing

;

376、现奉告，我方专门经营工艺品出口。

We wish to _____ you _____ we are specialized in the export of arts and crafts.

答案:

inform

;

that

;

377、我们冒昧通信，以期待与贵公司建立业务关系。现冒昧去函，以谋求同贵方进行贸易。

We _____ the liberty _____ writing to you with a view to building up business relations with your firm.

答案:

take

;

of

;

378、现函告，我方为淡水珍珠出口商，在此行业已有多年经验。

We _____ to introduce ourselves as exporters of fresh water pearls _____ many years' experience in this line of business.

答案:

write

;

having; with

;

379、1. We thank you for your letter of May 13 and the ____ catalogue.

A、 sent

B、 enclosed

C、 given

D、 presented

答案: B

380、While ____ an enquiry, you ought to enquire into quality specification and price etc.

A、 making

- B、 offering
- C、 sending
- D、 giving

答案： A

381、 In order to obtain the needed information, the inquirer should simply, clearly and concisely write _____ he wants to know.

- A、 that
- B、 so
- C、 what
- D、 because of

答案： C

382、 Now we look _____ your company for the supplies as we _____ suffer great losses when we dealt with them.

- A、 to, would
- B、 for, are used to
- C、 for, would
- D、 to, used to

答案： D

383、 What kind of products do you think _____ particularly interested _____ ?

- A、 are they, in
- B、 they are, in
- C、 are they, /
- D、 they are, /

答案： B

384、 Please reply as soon as possible, _____ the earliest shipment date and terms of payment.

- A、 stated
- B、 as stated
- C、 stating

D、 state

答案： C

385、 If you are interested, we will send you a sample lot _____ charge.

A、 within

B、 with

C、 for

D、 free of

答案： D

386、 It may interest you to know that there is a good demand here for Chinese Black Tea _____ prices.

A、 at moderate

B、 in cheap

C、 for low

D、 on dear

答案： A

387、 We would not give you any lower price _____ you could place an order for more than 500 tons.

A、 expect

B、 until

C、 unless

D、 besides

答案： C

388、 **Dear Moris,**

Thank you _____ your brochure.

We are interested _____ articles from No. 210- 218. Could you quote your best prices? If favorable, we would like to place large orders.

Enclosed is the enquiry sheet.

We would like to receive your reply _____ an early date.

答案:

for

;

in

;

at

;

389、I will see you _____ five o'clock?

答案:

at

;

390、

I'll come and see you _____ the morning for a cup of coffee.

答案:

in

;

391、They always have weekly meeting _____ Monday morning.

答案:

on

;

392、Unfortunately, your prices appear to be _____ the high side.

A、 in

B、 at

C、 of

D、 on

答案: D

393、_____ receipt of your specific enquiry, we will make you a firm offer.

A、 In

B、 At

C、 On

D、 As

答案： C

394、_____ your recommendation we have approached the opening bank.

A、 As

B、 At

C、 On

D、 In

答案： C

395、 We can allow you a 5% discount _____ an order worth 50,000 dollars.

A、 to

B、 for

C、 at

D、 on

答案： D

396、 We are pleased to make you an offer, subject ___ our final confirmation, as _____.

答案：

to

；

follows

；

397、实盘是愿按所提条件达成交易的非承诺性表示。

答案： 错误

398、虚盘是发盘人在一定期限内愿按所提条件达成交易的非承诺性表示。

答案： 错误

399、发盘人所发实盘的内容不具备达成交易的全部必要条件。

答案： 错误

400、虚盘的发盘人不受所发虚盘约束。

答案： 正确

401、实盘发盘人在其规定的有效时限内受所发实盘的约束，但是实盘可以撤回、变更或修改。

答案： 错误

402、实盘需要说明报盘的有效时间，虚盘不需要说明报盘的有效时间。

答案： 正确

403、虚盘一旦在有效期内被受盘人接受，交易即告成立。

答案： 错误

404、Dear Sirs,

Thank you for your letter of March 6 e_____ for our tape recorders and your desire to enter into d_____ business relations with us.

As requested, we are sending you our q_____ sheet covering the types in which you are interested. Unless o_____ stated, all the products can be supplied within four weeks after r_____ of your order and the prices listed are s_____ to our final c_____. On an order exceeding 10 000 sets, we usually allow a 3% quantity d_____.

Some latest c_____s and b_____s have also been sent to you under s_____ cover for your reference. Should any of the items be suitable for your market, please let us know. As soon as your s_____ enquiry is received, we will make you an offer immediately.

Your early reply will be much a_____.

Yours

faithfully, 填

答案:

enquiring

;

direct

;

quotation

;

otherwise

;

receipt

;

subject

;

confirmation

;

discount

;

catalogue

;

brochure

;

separate

;

specific

;

appreciated

;

405、We are __ receipt of your fax of March 8, ___ us 1,500 Forever Mountain Bikes.

答案:

in

;

offering

;

406、we a_____ the good quality of your goods.

答案:

appreciate;ppreciate

;

407、we are unabel to _____ your offer, ___ the price quoted is out of line with the _____ market level.

答案:

entertain;accept

;

as

;

prevailing;current

;

408、 ___ view of our long-standing business relations, we ___ you a counter-offer, ___ to your reply reaching us within three days,

答案:

In

;

make

;

subject

;

409、 Dear Sir or Madam:

Thank you for your (1)o _____ of February 20, 2007 and the Teddy Bear sample you kindly sent us.

In reply, we (2)r _____ to say that we cannot accept your offer at your (3)p _____. You may be aware that some products of Indian origin have been (4)s _____ here at a (5)l _____ about 10% lower than yours. We do think that the quality of your products is better, but the (6)d _____ in price should not be so big. Meanwhile, the current market is also weak. To conclude this (7)t _____ we make a (8)c _____ as follows: Teddy Bears as the (9)s _____ sent to us on February 20, 2007 at US\$8 per piece CIF London, other terms and conditions as per your letter of February 20, 2007.

We await your early (10)a .

Yours faithfully,

答案:

offer

;

regret

;

price

;

sold

;

level

;

difference

;

transaction

;

counter-offer; counter offer

;

sample

;

acceptance

;

410、

Dear Sirs,

I__1__ reply to your letter of September 25, 2004, we have pleasure in
c__2__ your order for 500 sets of Color TV. E__3__ you will find our Sales
Confirmation No. 202 in d__4__, a copy of which is to be returned to us
after being c__5__ by you. We understand that the covering letter of
credit will be e__6__ immediately. Please make sure that the stipulations
of the relevant credit are in strict c__7__ with the terms stated in our S/C
so as to avoid subsequent a__8__. On receipt of your L/C we will arrange
to ship the goods without d__9__. The shipment, we believe, will turn
out to your satisfaction. Taking this opportunity, we wish to thank you
for your c__10__ and express the hope that this transaction will pave the
way for further development of business between us.

Yours faithfully,

答案:

In

;

confirming

;

Enclosed

;

duplicate

;

countersigned

;

established

;

conformity

;

amendment

;

delay

;

cooperation

;

411、E_____ is our contract No.812 in duplicate, of w_____ please return us one copy, duly_____.

答案:

Enclosed

;

which

;

countersigned

;

412、Please _____ that the s_____ in the relative credit should strictly c_____ to the t_____ in our Sales Confirmation

答案:

make sure;note;see to it

;

stipulations

;

conform

;

terms

;

413、We will accept your order ___ the same terms as before with a view ___ encouraging business.

答案:

on

;

414、We trust the s____, which is to be d_____ after receipt of the relative L/C will t____ out t__ your entire satisfaction.

答案:

shipment

;

dispatched

;

turn

;

to

;

415、We have received the documents and t_____ (提货) the 2000 cartons of Tea Sets under our Order No.123 ex S.S. "Princess".

When we opened this case we found it c_____ (装有) completely different articles.

We regret to inform you that Case No 36 is b_____ (破损). The contents are seriously damaged owing to i_____. (不当包装)

We found the quality is not u___ (符合) to what we stated in the contract.

On examination, we found 30 boxes m_____ (丢失).

We cannot but l_____ (提出) a claim a_____ (向) you for USD 1,300.

Please inform us of your decision on how to s_____ (处理) the claim.

答案:

taken delivery of

;

contained

;

broken

;

improper packing

;

up

;

missing

;

lodge

;

against

;

settle

;

416、We have received the documents and take _____ of the heart
ratten baskets under Order No. 250 of May 25.

答案:

delivery

;

417、On e_____, to our great disappointment, we find that they are
not o____ the quality we ordered.

答案:

examination

;

of

;

418、The materials do not m_____ the samples you sent us

答案:

match

;

419、Please arrange f___ replacements to be d_____ at once. We are holding the shipment at your d_____.

答案:

for

;

dispatched

;

disposal

;

420、Please let us know what you wish us to do w_____ it.

答案:

with

;

421、We are very s_____ to learn that case No 10 did not c_____ the goods you ordered.

答案:

sorry

;

contain

;

422、On l_____ into the matter we find that a mistake was m_____ in the packing.

答案:

looking

;

made

;

423、We have arranged for the right goods to be dispatched to you at once. The d_____ will be mailed to you within the next forty-eight hours.

答案:

documents

;

424、We would be grateful if you would kindly k_____ case No 10 and its contents until they are called f_____ by our agents who we have already instructed.

答案:

keep

;

for

;

425、We a_____ for the trouble c_____ to you by our error.

答案:

apologize

;

caused

;