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外贸英语口语 900 句之 Inquiry

(一)

Heavy enquiries witness the quality of our products. 大量询盘证明我们产品质量过硬。

As soon as the price picks up, enquiries will revive. 一旦价格回升，询盘将恢复活跃。

Enquiries for carpets are getting more numerous. 对地毯的询盘日益增加。

Enquiries are so large that we can only than allot you 200 cases. 询盘如此之多，我们只能分给你们 200 箱货。

Enquiries are dwindling. 询盘正在减少。

Enquiries are dried up. 询盘正在绝迹。

They promised to transfer their future enquiries to Chinese Corporations. 他们答应将以后的询盘转给中国公司

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Generally speaking, inquiries are made by the buyers. 询盘一般由买方发出。

Mr. Baker is sent to Beijing to make an inquiry at China National Textiles Corporation. 贝克先生来北京向中国纺织公司进行询价。

We regret that the goods you inquire about are not available. 很遗憾，你们所询的货物现在无货。

In the import and export business, we often make inquiries at foreign suppliers. 在进出口交易中，我们常向外商询价。

To make an inquiry about our oranges, a representative of the Japanese company paid us a visit. 为了对我们的橙子询价，那家日本公司的一名代表访问了我们。

We cannot take care of your enquiry at present. 我们现在无力顾及你方的询盘。

Your enquiry is too vague to enable us to reply you. 你们的询盘不明确，我们无法答复。

Now that we've already made an inquiry about your articles, will you please reply as soon as possible? 既然我们已经对你们产品询价，可否尽快给予答复？

China National Silk Corporation received the inquiry sheet sent by a British company. 中国丝绸公司收到了英国一家公司的询价单。

Thank you for your inquiry. 谢谢你们的询价。

Words and Phrases

inquire 询盘；询价；求购

to make an inquiry 发出询盘；向...询价

enquiry 询盘

specific inquiry 具体询盘

询盘

to keep inquiry in mind 记住询盘

(二)

May I have an idea of your prices? 可以了解一下你们的价格吗？

Can you give me an indication of price? 你能给我一个估价吗？

Please let us know your lowest possible prices for the relevant goods. 请告知你们有关商品的最低价。

If your prices are favorable, I can place the order right away. 如果你们的价格优惠，我们可以马上订货。

When can I have your firm C.I.F. prices, Mr. Li? 李先生，什么时候能得到你们到岸价的实盘？

We'd rather have you quote us F.O.B. prices. 我们希望你们报离岸价格。

Would you tell us your best prices C.I.F. Hamberg for the chairs. 请告诉你方椅子到汉堡到岸价的最低价格。

Words and Phrases

to inquire about 对...询价

inquirer 询价者

inquiry sheet 询价单

an occasional inquiry 偶尔

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favorable 优惠的

firm price 实价，实盘

Will you please tell the quantity you require so as to enable us to sort out the offers?

为了便于我方报价，可以告诉我们你们所要的数量吗？

We'd like to know what you can offer as well as your sales conditions.

我们想了解你们能供应什么，以及你们的销售条件。

How long does it usually take you to make delivery? 你们通常要多久才能交货？

Could you make prompt delivery? 可以即期交货吗？

Would you accept delivery spread over a period of time? 不知你们能不能接受在一段时间里分批交货？

Could you tell me which kind of payment terms you'll choose? 能否告知你们将采用哪种付款方式？

Will you please tell us the earliest possible date you can make shipment? 你能否告知我们最早船期吗？

Do you take special orders? 你们接受特殊订货吗？

Could you please send us a catalog of your rubber boots together with terms of payment?

你能给我们寄来一份胶靴的目录，连同告诉我们付款方式吗？

he inquired about the varieties, specifications and price, and so on and so forth.

他询问了品种、花色和价格等情况。

We have inquired of Manager Zhang about the varieties, quality and price of tea.

我们向张经理询问了茶叶的品种、质量、价格等问题。

Words and Phrases

sales conditions 销售条件

to make delivery 交货

to make prompt-delivery 即期交货

payment terms 付款方式

special orders 特殊订货

外贸英语 900 句之 报盘和还盘 Offer & Counter-Offer

(一)

We have the offer ready for you. 我们已经为你准备好报盘了。

I come to hear about your offer for fertilizers. 我来听听你们有关化肥的报盘。

Please make us a cable offer. 请来电报盘。

Please make an offer for the bamboo shoots of the quality as that in the last contract. 请把上次

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合同中订的那种质量的竹笋向我们报个价。

We are in a position to offer tea from stock. 我们现在可以报茶叶现货。

We'll try our best to get a bid from the buyers. 我们一定尽力获得买主的递价。

We'll let you have the official offer next Monday. 下星期就给您正式报盘。

I'm waiting for your offer. 我正等您的报价。

We can offer you a quotation based upon the international market. 我们可以按国际市场价格给您报价。

We have accepted your firm offer. 我们已收到了你们报的实盘。

We offer firm for reply 11 a.m. tomorrow. 我们报实盘，以明天上午 11 点答复为有效。

We'll let you have our firm offer next Sunday. 下星期天我们就向你们发实盘。

We're willing to make you a firm offer at this price. 我们愿意以此价格为你报实盘。

Could you offer us F.O.B. prices. 能想我们报离岸价格吗？

All your prices are on C.I.F. basis. 你们所有价格都是成本加运费保险费价格。

Can you make an offer, C & F London, at your earliest convenience? 您能尽快报一个伦敦港成本加运费价格吗？

I'd like to have your lowest quotations, C.I.F. Vancouver. 请报温哥华到岸价的最低价格。

Please make us a cable offer for 5 metric tons of walnut. 请电报 5 吨核桃仁的价格。

Our offer is RMB300 per set of tape-recorder, F.O.B. Tianjin. 我们的报价是每台收录机 300 元人民币，天津离岸价。

We quote this article at \$250 per M/T C&F. 我们报成本加运费价每吨 250 美元。

Words and Phrases

offer 报盘，报价

to offer for 对...报价

to make an offer for 对...报盘（报价）

firm offer 实盘

non-firm offer 虚盘

to forward an offer (or to send an offer) 寄送报盘

报盘

to get an offer (or to obtain an offer) 获得...报盘

to cable an offer (or to telegraph an offer) 电报（进行）报价

offer and acceptance by post 通过邮政报价及接受

to accept an offer 接受报盘

to entertain an offer 考虑报盘

to give an offer 给...报盘

to submit an offer 提交报盘

official offer 正式报价（报盘）

（二）

My offer was based on reasonable profit, not on wild speculations. 我的报价以合理利润为依据，不是漫天要价。

We have received offers recently, most of which are below 100 U.S. dollars. 我们最近的报价大

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多数都在 100 美元以下。

Moreover, We've kept the price close to the costs of production. 再说，这已经把价格压到生产费用的边缘了。

I think the price we offered you last week is the best one. 相信我上周的报价是最好的。

No other buyers have bid higher than this price. 没有别的买主的出价高于此价。

The price you offered is above previous prices. 你方报价高于上次。

It was a higher price than we offered to other suppliers. 此价格比我们给其他供货人的出价要高。

We can't accept your offer unless the price is reduced by 5%. 除非你们减价 5%，否则我们无法接受报盘。

I'm afraid I don't find your price competitive at all. 我看你们的报价毫无任何竞争性。

Let me make you a special offer. 好吧，我给你一个特别优惠价。

We'll give you the preference of our offer. 我们将优先向你们报盘。

I should have thought my offer was reasonable. 我本以为我的报价是合理的。

You'll see that our offer compares favorably with the quotations you can get elsewhere. 你会发现我们的报价比别处要便宜。

This offer is based on an expanding market and is competitive. 此报盘着眼于扩大销路而且很有竞争性。

Words and Phrases

quote 报价

quotation 价格

preferential offer 优先报盘

cost of production 生产费用

reasonable 合理的

competitive 有竞争性的

the preference of one's offer 优先报盘

wild speculation 漫天要价

(三)

Our offers are for 3 days. 我们的报盘三天有效。

We have extended the offer as per as your request. 我们已按你方要求将报盘延期。

The offer holds good until 5 o'clock p.m. 23rd of June, 1997, Beijing time. 报价有效期至 1997 年 6 月 22 日下午 5 点，北京时间。

All prices in the price lists are subject to our confirmation. 报价单中所有价格以我方确认为准。

This offer is subject to your reply reaching here before the end of this month. 该报盘以你方本月底前到达我地为有效。

This offer is subject to the goods being unsold. 该报盘以商品未售出为准。

Words and Phrases

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subject to 以...为条件, 以...为准

offer subject to our written acceptance 以我方书面接受为准的报盘

offer subject to sample approval 以样品确定后生效为准的报盘

offer subject to our final confirmation 以我方最后确认为准的报盘

offer subject to export/import license 以获得出口(进口)许可证为准的报价

offer subject to prior sale 以提前售出为准的报盘

offer subject to goods being unsold 以商品未售出为准的报盘

offer subject to your reply reaching here 以你方答复到达我地为准的报盘

offer subject to first available steamer 以装第一艘轮船为准的报盘

(四)

I'm afraid the offer is unacceptable. 恐怕你方的报价不能接受。

The offer is not workable. 报盘不可行。

The offer is given without engagement. 报盘没有约束力。

It is difficult to quote without full details. 未说明详尽细节难以报价。

Buyers do not welcome offers made at wide intervals. 买主不欢迎报盘间隔太久。

We cannot make any headway with your offer. 你们的报盘未得任何进展。

Please renew your offer for two days further. 请将报盘延期两天。

Please renew your offer on the same terms and conditions. 请按同样条件恢复报盘。

We regret we have to decline your offer. 很抱歉, 我们不得不拒绝你方报盘。

The offer is withdrawn. 该报盘已经撤回。

We prefer to withhold offers for a time. 我们宁愿暂停报盘。

Buyers are worried at the lack of offer. 买主因无报盘而苦恼。

Words and Phrases

to extend an offer 延长报盘

to withdraw an offer 撤回报盘

to renew an offer 或 to reinstate an offer 恢复报盘

to decline an offer 或 to turn down an offer 谢绝报盘

unacceptable 不可接受的

workable 可行的

at wide intervals 间隔时间太长

make headway 有进展

be worried at sth. 对...苦恼

(五)

Let's have you counter-offer. 请还个价。

Do you want to make a counter-offer? 您是否还个价?

I appreciate your counter-offer but find it too low. 谢谢您的还价, 可我觉得太低了。

Now we look forward to replying to our offer in the form of counter-offer. 现在我们希望你们能

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以还盘的形式对我方报盘予以答复。

Your price is too high to interest buyers in counter-offer. 你的价格太高，买方没有兴趣还盘。

Your counter-offer is much more modest than mine. 你们的还盘比我的要保守得多。

We make a counter-offer to you of \$150 per metric ton F.O.B. London. 我们还价为每公吨伦敦离岸价 150 美圆。

I'll respond to your counter-offer by reducing our price by three dollars. 我同意你们的还价，减价 3 元。

Words and Phrases

counter-offer 还盘，还价

offerer 发价人，报盘人

offering 出售物

offer sheet 出售货物单

offer price 售价

期限

offering period 报价日

中报盘

combined offer 联盘，搭配报盘
以上商品)

bid n. 递价；出价；递盘（由买方发出）v. 递盘

to get a bid 得到递价
价

offeror 发价（盘）人

offeree 被发价人

offer letter 报价书

offer list/book 报价单

offering date 报价有效

concentration of offers 集

lump offer 综合报盘（针对两种

to make a bid 递价

to be outbidding 高于...的

外贸英语 900 句之 价格 Price

(一)

Business is closed at this price. 交易就按此价敲定。

Your price is unacceptable (unacceptable). 你方价格可以（不可以）接受。

Your price is feasible (infeasible). 你方价格是可行（不可行）的。

Your price is workable. 你们出价可行。

Your price is realistic (unrealistic). 你方价格合乎实际（不现实）。

Your price is reasonable (unreasonable). 你方价格合理（不合理）。

Your price is practicable (impracticable). 你方价格是行得通的（行不通）。

Your price is attractive (not attractive). 你方价格有吸引力（无吸引力）。

Your price is inducing (not inducing). 你方价格有吸引力（无吸引力）。

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Your price is convincing (not convincing). 你方价格有吸引力（无吸引力）。

Your price is competitive (not competitive). 你方价格有竞争力（无竞争力）。

The goods are (not) competitively priced. 此货的定价有（无）竞争力。

Words and Phrases

price 价格，定价，开价

pricing 定价，标价

price of commodities 物价

price card 价格目录

price list 定价政策，价格目录，价格单

price format 价格目录，价格表

price current (p.c.) 市价表

priced 已标价的，有定价的

priced catalogue 定价目录

pricing cost 定价成本

pricing method 定价方法

pricing policy 定价政策

price tag 价格标签，标价条

(二)

Price is turning high(low). 价格上涨（下跌）。

Price is high(low). 价格高（低）。

Price is rising (falling). 价格上升（下降）。

Price is up (down). 价格上涨（下跌）。

Price is looking up. 价格看涨。

Price has skyrocketed. 价格猛涨，

Price has shot up. 价格飞涨。

Price has risen perpendicularly. 价格直线上升。

Price has risen in a spiral. 价格螺旋上升。

Price has hiked. 价格急剧抬高。

Your price is on the high side. 你方价格偏高。

Price has advanced. 价格已上涨。

The goods are priced too high. 货物定价太高。

Your price is rather stiff. 你方价格相当高。

Price is leveling off. 价格趋平。

Your price is prohibitive. 你方价格高得令人望而却步。

The Japanese yen is strengthening. 日圆坚挺。

The U.S. Dollar is weakening. 美圆疲软。

Your price is much higher than the price from U.K. France and Germany. 你方价格比英、法、德的都高。

Since the prices of the raw materials have been raised, I'm afraid that we have to adjust the prices of our products accordingly. 由于原材料价格上涨，我们不得不对产品的价格做相应的

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调整。

Your price is \$500/mt, twice of the other countries. 你们每公吨 500 美圆的价格其他国家是两倍。

Is it possible for you to raise (lift) the price by 5%? 你们能否把价格提高 5%?

Words and Phrases

ceiling price 最高价, 顶价

maximum price 最高价

minimum price 最低价

average price 平均价格

base price 底价

rockbottom price 最低价

bedrock price 最低价

(三)

Price is hovering between \$5 and \$8. 价格徘徊于 5 至 8 美圆之间。

We regret we have to maintain our original price. 很遗憾我们不得不保持原价。

Price is easy. 价格疲软。

Price is easy off. 价格趋于疲软。

Price has declined. 价格已跌落。

Price has dipped (sagged). 价格已下降。

It simply can't stand such a big cut. 再也经不住大幅度削价了。

Price has tobogganed. 价格突然下降。

Price has plummeted. 价格暴跌。

Price has downslided. 价格剧降。

This new product is moderately priced. 新产品的定价适度。

Articles of everyday use are economically priced. 日用品价格低廉。

Everyone knows, the price of crude oil has greatly decreased. 人人皆知, 目前原油价格大幅度下跌。

We've already cut the price very fine. 我们已将价格减至最低限度了。

The French price of stainless steel plates are about \$1200 per mt, while the German price is still lower. 法国的不锈钢板价格为每公吨 1200 美圆, 德国的还要低。

We're ready to reduce the price by 5%. 我们准备减价百分之五。

To have this business concluded, you need to lower your price at least by 3%. 为达成这笔交易, 你方应至少减价 3%。

Business is possible if you can lower the price to HK\$2150. 你方若能减价到 2150 港币, 可能成交。

The utmost (best) we can do is to reduce the price by 2%. 我们最多能减价百分之二。

We cannot take anything off the price. 我们不能再减价了。

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We've already cut down our prices to cost level. 我们已经将价格降到成本费的水平了。

There is no room for any reduction in price. 价格毫无再减的余地了。

Our rock-bottom price is \$500/mt, and cannot be further lowered. 我们的最低价是 500 美圆一公吨，不能再低了。

Words and Phrases

hover 徘徊于...，盘旋于

moderately 适当地，合适地；适度

stainless steel 不锈钢

cost level 成本费用水平

original price 原价

economically 经济地，便宜地

utmost 极限，竭尽所能

rock-bottom 最低的

(四)

DM210 is equivalent to 400 RMB. 210 德国马克折合人民币 400 元。

Don't you wish to employ RMB of ours? US Dollars might be adopted. 如果你们不同意用我们的人民币结算，美圆也可以。

Are you afraid of losing money due to exchange rate fluctuations? 您是不是怕由于汇率浮动而吃亏？

Words and Phrases

Hongkong Dollar (HK\$) 港元

Pound Sterling (Stg.) 英镑

Canadian Dollar (Can. \$) 加拿大元

Australian Dollar (A\$) 澳大利亚元

Austrian Schilling (Sch.) 奥地利先令

Italian Lira (Lire) 意大利里拉

Florin (Guilder) H.Fl. (D.Fi.) 荷兰盾

Swedish Krone (S.Kr.) 瑞典克郎

Swiss Franc (S.Fr. or S.F.) 瑞典法郎

to employ 用...计价，采用...

Singapore Dollar (S\$) 新加坡元

United States Dollar (US\$) 美圆

Deutsche Mark (DM) 德国马克

Japanese Yen (¥) 日圆

French Franc (F.F) 法国法郎

Danish Krone (E.Kr.) 丹麦克郎

Norwegian Krone (N.Kr.) 挪威克郎

Belgian Franc (BF) 比利时法郎

to be equivalent to 相当于

exchange rate 汇率

(五)

I can give you a definite answer on the price terms. 我可以就价格条件答复你方。

You wish to have a discussion of the price terms of washers. 您是想谈谈洗衣机的价格条件吧。

Yes, all of the price terms are acceptable. 是的，哪种价格条件都可以接受的。

C.I.F. is the price term normally adopted by you, right? C.I.F.是你们经常采用的价格条件，是吗？

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Sometimes F.O.B. and C&F are also employed. 我们有时也用离岸价或成本加运费价。

You said yesterday that the price was \$60/mt, C.I.F. Brussels. 您昨天说价格定为每公吨 60 英镑 C.I.F. 布鲁塞尔。

In case F.O.B. is used, risks and charges are to be passed over to the buyers once the cargo is put on board the ship. 如果采用离岸价，货一上船，货物的风险和费用就都转给买方了。

Your price is quoted C&F Xingang at DM200 per washer, right? 你方报价是每台洗衣机 200 德国马克，C&F 新港价，对吗？

Words and Phrases

price terms 价格条款
价格”

F.O.B. Free On Board “船上交货价”或称“离岸

C.I.F. Cost, Insurance and Freight “成本加保险费、运费”或“到岸价格”

C&F Cost and Freight “成本加运费”或“离岸加运费”价格

F.O.B. Liner Terms F.O.B. 班轮条件

F.O.B. Stowed 船上交货并理舱

F.O.B. Trimmed 船上交货并平舱

F.O.B. Under Tackle F.O.B. 吊钩下交货

C.I.F. Liner terms C.I.F. 班轮条件

C.I.F. Ex Ship's Hold C.I.F. 舱底交货

F.O.B. plane 飞机离岸价（用于紧急情况）

acceptable 可以接受的，可以使用的

to pass over 转给，转嫁

to adopt, to employ, to use （某种价格术语）采用某

种价格

FOR-Free on Rail 火车交货价

FOT-Free on Truck 汽车交货价

FAS-Free Alongside Ship 船边交货价

Ex Factory 工厂交货价

Ex Plantation 农场交货价

Ex Warehouse 仓库交货价

Ex Ship 目的港船上交货价

Ex Dock Duty Paid 目的港码头完税交货价

Ex Dock Duty Unpaid 目的港码头未完税交货价

Additional Words and Phrases

buying price 买价

selling price 卖价

new price 新价

old price 旧价

present price 现价

original price 原价

current price 时价，现价

prevailing price 现价

ruling price 目前的价格

going price 现价

opening price 开价，开盘价

closing price 收盘价

exceptional price 特价

special price 特价

nominal price 有行无市的价格

moderate price 公平价格

wholesale price 批发价

retail price 零售价

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market price 市价	net price 净价
cost price 成本价	gross price 毛价
price effect 价格效应	price contract 价格合约
price calculation 价格计算	price limit 价格限制
price control 价格控制	price theory 价格理论
price regulation 价格调整	price structure 价格构成
price support 价格支持	bargain 讨价还价
extra price 附加价	price ratio 比价
price per unit 单价	price index 或 price indices 物价指数
price of factory 厂价	

外贸英语 900 句之 品质 Quality (一)

The goods are available in different qualities. 此货有多种不同的质量可供。

Nothing wrong will happen, so long as the quality of your article is good. 只要商品质量可靠，就不会发生差错。

If the quality of your products is satisfactory, we may place regular orders. 如果你们产品的质量使我们满意，我们将不断订货。

If the quality of your initial shipment is found satisfactory, large repeats will follow. 如果贵方第一批运来的货令人满意，随后将有大批续订。

There is no marked qualitative difference between the two. 两者在质量上无显著差异。

We sincerely hope the quality are in conformity with the contract stipulations. 我们真诚希望质量与合同规定相符。

As long as the quality is good, it hardly matters if the price is a little bit higher. 只要能保证质量，售价高点都无所谓。

Prices are fixed according to their quality, aren't they? 价格按质量的好坏而定，对吗？

The transferee must see to it that the quality of the product is maintained. 接受转让一方要负责保持产品的质量。

Our Certificate of Quality is made valid by means of the official seal. 我们的质量证明书盖公章方为有效。

We'll improve the quality of our products and production efficiency. 我们将改进产品质量，提高生产率。

They are fully qualified to pass opinions on the quality of this merchandise. 他们完全有资格对这种产品的质量发表意见。

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We would like to have you offer us 100 metric tons, quality same as last. 希望您能报给我们 100 吨质量和上次相同的货。

We find the quality suitable (unsuitable) for our market. 产品质量适合（不适合）我们的市场。

We always have faith in the quality of your products. 对你们产品的质量我们总是很信任。

Words and Phrases

quality 质量，品质

qualitative 质量的

qualitatively 在质量上

quality clause 品质条款

quality certificate 品质证明书
质量

quality of export and import commodities 进出口商品

good merchantable quality 全销质量

to be in conformity with 与...一致

transferer 转让者

transferee 受让者

(二)

This is a quality product. 这是一种高质量的产品。

Those overcoats are of good quality and nice colour. 这批大衣质量高、成色好。

Our quartz technique is well known in the world, and we believe our watches are of fine quality. 我们的石英技术世界闻名，相信我们生产的手表具有高质量。

Our price is a little bit higher, but the quality of our products is better. 虽然价格偏高，但我们的产品质量很好。

Your goods are superior in quality compared with those of other manufacturers. 和其他厂商相比，贵方产品质量上乘。

The equipment are of good quality and very useful. 这些器械质量好，用处大。

Our products are very good in quality, and the price is low. 我们的产品质高价低。

We have received the goods you send us, the quality is excellent. 我们已经收到贵处来的货，质量很好。

Words and Phrases

good quality 好质量
优质

fine quality

better quality 较好质量
高质量

high quality

fair quality 尚好的质量
的质量

sound quality 完好

best quality 最好的质量
等的质量

superior quality 优

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choice quality 或 selected quality	精选的质量	
prime quality 或 tip-top quality	第一流的质量	
first-class quality 或 first-rate quality	头等的质量	
above the average quality	一般水平以上的质量	
below the average quality	一般水平以下的质量	
common quality	一般质量	standard quality 标准质量
usual quality	通常的质量	popular quality 大众化的质量
uniform quality	一律的质量	average quality 平均质量
fair average quality (f.a.q.)	大路货	

(三)

We are responsible to replace the defective ones. 我们保换质量不合格的产品。

It's really something wrong with the quality of this consignment of bicycles. 这批自行车的质量确实有问题。

I regret this quality problem. 对质量问题我深表遗憾。

We hope that you'll pay more attention to the quality of your goods in the future. 希望贵方将来多注意产品的质量。

The workings of these machines are inaccurate. 这批机器运行不准。

Upon arrival, we found the shipment of wool was of poor quality. 货到后,我们发现羊毛的质量较差。

The quality of the fertilizer is inferior to that stipulated in the contract. 化肥质量次于合同中规定的。

The quality of this article cannot qualify for first-class. 这批商品的质量不够一等品。

If you find the quality of our products unsatisfactory, we're prepared to accept return of the rejected material within a week. 如果贵方对产品质量不满意,我们将在一星期内接受退货。

More than 300 watches are not up to standard. 有 300 多块手表不合质量标准。

Words and Phrases

bad quality	劣质	low quality	低质量
inferior quality	次质量	to be responsible for	对...负责
inaccurate	不精确的	poor quality	质量较差
to be inferior to	次于...	first-class	一等品
unsatisfactory	不满意的		

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(四)

We've received the sample which you sent us last Sunday. 我们已经收到了上星期天你方寄来的样品。

We've got here our sales samples Type 1. and Type 2. 这里是一号和二号样货。

Our quality is based solely on our sales samples. 我们的质量完全以货样为准。

We sell goods as per the sales sample, not the quality of any previous supplies. 我们销售产品是以货样为标准，而不是凭过去任何一批货的质量。

You know we sell our tea according to our samples. 你们知道我们是凭销售货样销售茶叶的。

You can see the difference between these grades. 你可以看看这些等级的差别。

These two grades are very much in demand. 这两种等级（的货）目前需求甚殷。

We are in urgent need of these two grades. 我们现在急需这两种等级的货。

The colour of the shipment is much darker than that of your previous consignment. 这批货的颜色比上批要暗许多。

No doubt you've received the outturn samples of the inferior quality goods. 你们一定收到了质量低劣产品的到货抽样。

I must advise you of the specifications of the goods. 我必须通知货物的规格。

Have you received the specifications as shown in our catalog? 你们收到了按我方目录所列的产品规格了吗？

The quality is all right, but the style is a bit outdated. 质量无问题，只是式样有点过时。

We found the goods didn't agree with the original patterns. 我们发现货物与原式样不符。

The "Double Fish" brand is not so bad, the design is fresh and vivid. “双鱼”牌商标不错，图案新颖。

The new varieties have very vivid designs and beautiful colors. 那新产品图案新颖，色泽鲜艳。

We're here to discuss the trade marks of your products. 我们来谈谈贵产品的商标一事。

Words and Phrases

sample 样品

sampling 抽样

duplicate sample 复样

subject to the counter sample 以对等样品为准

sales by sample 凭样品买卖

standard 标准

trade mark 商标

colour 色彩

catalogue 目录

counter sample 对等样品

pattern sample 型式样品

colour sample 色彩样品

sample for reference 参考样品

grade 等级

specification 规格

brand 牌名

design 图案

particulars 细节

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Sales by Description 凭说明书买卖
买卖

Sales by Trade Mark of Brand 凭商标和牌名

quality as per seller's sample 凭卖方样品质量交货

quality as per buyer's sample 凭买方样品质量交货

quality landed 卸岸品质 quality shipped 装船品质

quality control 质量管理

Sales by Specification, Grade, of Standard 凭规格、等级或标准买卖

Fair Average Quality (F.A.Q.) “良好平均品质”（国际上买卖农副产品时常用此标准）

quality to be considered as being about equal to the sample 品质与样品大致相同

外贸英语 900 句之 数量 Quantity

(一)

Let's talk about the problem of quantity. 我们谈谈数量的问题吧。

You'll issue a certificate of quantity and weight. 你们必须出具数量和重量证明书。

The package number and quantity are identical with each other. 包装号与商品数量相吻合。

Quantity matters as much as quality of price, doesn't it? 数量和价格、质量一样重要，是吗？

We believe we shall be able to better satisfy our customers quantitatively. 我们相信能在数量上更好地使客户满意。

The quantity you ordered is considerable. 你们订的数量还可以。

We can supply any reasonable quantity of this merchandise. 对此商品，我们能提供任何适当的数量。

I must advise the firm of the quantity of the wheat as per the contract. 我将按合同规定通知农场小麦的数量。

If the quantity of the goods does not conform to that stipulated in the contract, the importer will refuse to accept the goods. 如果进口商发现货物数量与合同规定不符，他将拒收。

Is there any quantity limitation for the import of cotton cloth from China? 从中国进口的棉布有数量限制吗？

You remarked yesterday you would sell on shipped quality, quantity, and weight. 你昨天强调过你们售货以船装质量、数量和重量为准。

Words and Phrases

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quantity 数量

quantification 定量

quantitative 数量的，定量的
和条件句中)

matter 重要，要紧（主要用于疑问句、否定句

to be identical with, to conform to 与...相符，与...相吻合

(二)

For such a big sum, we should attach importance to it. 数目如此之大，我们将予以重视。

For such a big sum, we shouldn't be frightened by this trouble. 这么大款项，我们不能怕麻烦。

They always buy in large quantities. 他们总是大量购买。

Useful quantities have changed hands. 较大的数量已经转手。

Quantities of Black Tea have been exported. 已经有大批红茶出口。

This is the maximum quantity we can supply at present. 这是目前我们所能提供的最大数量

This is the minimum quantity we require. 这是我们所需要的最小数量。

A small order this year is also welcome. 小批订货今年也受欢迎。

They are not interested in small quantities. 他们对小数量不感兴趣。

For such a big quantity, you should give us a discount. 这么大的订单，贵公司可否给我们折扣？

The quantity of rice imported this year is approximately the same as that last year. 今年进口小麦的数量与去年大体相同。

We're prepared to purchase a shipment quantity of this material. 我们准备买足够一次装运数量的这种商品。

If you can't arrange for the entire quantity, please offer us at least half. 如果你们办不到全数的话，请至少给我们半数。

You sent us only a quarter of our requirements. 您只送给我们所需量的四分之一。

Words and Phrases

to attach importance to sth. 对...引起重视

in large quantities 大量

discount 折扣

huge quantity 或 enormous quantity 巨大的数量

minimum quantity 最小数量

entire quantity 整个数量

further quantity 更多的数量
数量

liberal quantity 充足的数量
的数量

trouble 麻烦

to change hands 转手

quantities of sth. 大批...

maximum quantity 最大数量

small quantity 小量

total quantity 总量

sufficient quantity 足够的

shipment quantity 够装运

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equal quantity 等量
数量

corresponding quantity 相应的数量

considerable quantity 大数量（可观的数量）
量

useful quantity 较大数量
数量

moderate quantity 中等数量
量

reasonable quantity 相当的

large quantity 大数量

substantial quantity 大数

average quantity 平均

additional quantity 追加数

（三）

There are 100 tons of wheat on board the ship. 船上装有 100 吨小麦。

How many pieces all together? 共有多少件？

500 pieces in total. 总共有 500 件。

We made a total of 100,000 jackets. 我们一共订了 10 万件上衣。

We can only supply you with 20,000 yards of pure silk. 我们只能供应两万码的真丝绸。

We want a minimum of 1,000 dozen of men's shirts and minimum of 5,000 dozen of embroidered shirts. 男衬衣至少要 1000 打，绣花衬衣至少需要 5000 打。

Can you give us an additional 200 cases? 能再增加 200 箱吗？

We place an order for additional 4,000 shirts. 我们多订了 4000 件衬衣。

This year we can buy an extra 700 blue jeans. 今年我们可以多订 700 件牛仔褲。

We'll try our best to satisfy you with the additional 10,000 tons of coal as you asked. 你们要求增加一万吨煤，我们将尽量满足你们。

We'll increase the quantity of medicines by 300 boxes. 我们将增加 300 盒药品。

The maximum quantity of cotton jerseys this year is about DM25,000. 我们今年最多能订购大约 25000 马克的棉毛衫。

5,000 square metres of wool carpet is bigger than any order we've ever placed. 5000 平方米的羊毛地毯超过了以往的订货。

Words and Phrases

in total 总共

printed silk 印花绸

The Metric System 公制

The British System 英制
制）

short ton 短吨

pure silk 真丝绸

The U.S. System 美制

metric ton 公吨

International System of Units (SI) 国际单位制（国际

long ton 长吨

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kilogram 公斤	pound 磅
ounce 盎司	piece 件
pair 对, 双	set 套
dozen 打	gross 罗
ream 令	length 长度
meter 米, 公尺	foot 英尺
yard 码	area 面积
square meter 面积	square meter 平方米
square foot 平方英尺	volume 体积
cubic meter 立方米	capacity 容积
litre 升	gallon 加仑
bushel 蒲式耳	

(四)

As the package of sample is overweight, airmailing would be too expensive. 由于样品包装过重, 空邮费用太高。

We sell our goods on shipping weight and not on landed weight. 我们出售产品是以装船重量为标准, 而不是卸货重量。

But what in case there is short weight or disqualification? 但如果短重或是质量不合格怎么办?

They inspected the rice for any possible shortage. 他们检查了这批大米看其是否短重。

We're surprised to know that the weight is so short. 对短重的数量我们感到惊奇。

A shortage of 50M/Ts is a big loss for us. 50 公吨的短重对我们是个不小的损失。

As for the shortage, I suggest your making up the quantity in your future shipment. 至于短重, 我建议你们今后发货时补上。

Have you seen the shortage claim from our company? 您看过我公司的短重索赔报告了吗?

There is an overplus of 100 lbs. 重量超出了 100 磅。

There is an overage in weight of 25 kilos. 重量多了 25 公斤。

Words and Phrases

weight 重量	actual weight 实际重量
short weight 短重	a short weight of 5 kilos 短重 50 公斤
gross weight 毛重	net weight 净重
"Gross for Net" 以毛作净	tare 皮重
actual tare 实际皮重	average tare 平均皮重
customary tare 习惯皮重	computed tare 约定皮重

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conditioned weight 公量	About Circa, Approximate “约”量
theoretical weight 理论重量	More or less clause 溢短装条款
Additional Words and Phrases quantity delivered 供给量；交付数量	
quantity shipped 装船数量	quantity buying 大量购买；定额购买
quantity production 大批生产；批量生产	quantity of shipment 货运量；发运量
quantum contract 数量合同	quantity of sale 销售量
quantity of order 订单数量	quantity of output 出产量，输出量；供给量
quantitative value 数值	quantitative data 数据
quantitative analysis 数量分析	quantitative economics 数量经济
quantitative trade quota 贸易配额	quantity standards 数量标准

外贸英语 900 句之 包装 Packing

(一)

The next thing I'd like to bring up for discussion is packing. 下面我想提出包装问题讨论一下。

We'd like to hear what you say concerning the matter of packing. 我很想听听你们就包装问题发表意见。

You'd like to know something about the packing of the drugs. is that right? 您想了解药品的包装情况，对吗？

Please make an offer indicating the packing. 请报价并说明包装情况。

Your opinions on packing will be passed on to our manufacturers. 你们对包装的意见将转达给厂商。

It is necessary to improve the packaging. 改进包装方法十分必要。

We've informed the manufacturer to have them packed as per your instruction. 我们已经通知厂商按你们的要求包装。

Packing has a close bearing on sales. 包装直接关系到产品的销售。

Packing also effects the reputation of our products. 包装也影响产品的声誉。

A packing that catches the eye will help us push the sales. 醒目的包装有助于我们推销产品。

Buyers always pay great attention to packing. 买方很注意包装的情况。

I'm sure the new packing will give your clients satisfaction. 我相信新包装定会使您的客户满意。

Different articles require different packing. 不同商品需要不同的包装。

Generally speaking, buyers bear the charges of packing. 包装费用一般由买方负担。

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Packing charge is about 3% of the total cost of the goods. 包装费用占货物总值的百分之三。
Normally, packing charge is included in the contract price. 一般地, 合同价格中已经包括了包装费用。

The crux of packing lies in protecting the goods from moisture. 包装的关键是防潮。

The machines must be well protected against dampness, moisture, rust and shock. 机器包装必须防湿、防潮、防锈、防震。

We have no objection to the stipulations about the packing and shipping mark. 我们同意关于包装和运输唛头的条款。

We can not afford time to change the packing because the ship will sail after two days. 由于轮船两天后就起航, 我们来不及更换包装。

Words and Phrases

pack 包装, 装罐

packing 包装

packing charge 包装费用

package 包装 (指包、捆、束、箱等); 打包

packing clause 包装条款

packaging 包装方法

packing expenses 包装费用

(二)

What do you think of the packing for fireworks? 您认为礼花怎样包装?

The packings are in good (bad) order. 包装完好无损 (破损)。

The packages are intact. The packing is beautiful. 包装完好无损, 很美观。

Please pack the goods very carefully. 请细心包装此货。

These marten overcoats are tastefully packed. 这批貂皮大衣的包装十分精美。

I think you'll find the packing beautiful and quite well-done. 您一定发现我们产品的包装美观讲究。

Our packing will be on a par with that of the Japanese. 我们的包装可以与日本同行相比美。

The unique design of the packing will help you promote the sale of drugs. 独特的包装将有助于我们推销这些药品。

The packing must be strong enough to withstand rough handling. 包装必须十分坚固, 以承受粗率的搬运。

We have especially reinforced our packing in order to minimize the extent of any possible damage to the goods. 我们已经特意加固包装, 以便使货物万一遭到的损坏减小到最低程度。

These goods didn't sell well merely because of the poor packing. 这些产品由于包装不好影响了销售。

Words and Phrases

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fireworks 礼花	be in good order 完好
be in bad order 破损, (包装) 不合格	marten overcoats 貂皮大衣
intact 完整的, 未损伤的	tastefully 精美的
well-done 美观, 讲究	to be on a par with 与...相媲美
unique 独特的	rough handling 粗率的处理 (搬运, 装运货物)
to reinforce the packing 加固包装	

(三)

We agree to use cartons for outer packing. 我们同意用纸箱做外包装。

Could you use cardboard boxes? 你们用硬纸板箱包装吗?

It would cost more for you to pack the goods in wooden cases. 使用木箱包装成本会高些。

The piece goods are to be wrapped in kraft paper, then packed in wooden cases. 布匹在装入木箱以前要用牛皮纸包好。

The eggs are packed in cartons with beehives lined with shake-proof paper board. 鸡蛋要用带蜂房孔, 内衬防震纸板的纸箱包装。

Each pill is put into a small box sealed with wax. 每个丸药装入小盒后用蜡密封好。

Please make the fruit jar airtight. 请把果酱罐密封。

We'll pack them two dozen to one carton, gross weight around 25 kilos a carton. 我们一纸箱装两打, 每箱毛重 25 公斤。

Ten bottles are put into a box and 100 boxes into a carton. 10 支装入一小盒, 100 盒装入一个纸箱。

This would discourage people from trying their hand on such packing. 人们不轻易使用这种包装。

No charge will be allowed for packages. 包装容器不收费。

The case was a substantial one, with sufficient packing used. 此箱坚固, 使用了足够的包装材料。

I'm afraid the cardboard boxes are not strong enough for ocean transportation. 我担心远洋运输用纸箱不结实。

Such shirts packed in cardboard cartons can save freight cost. 使用硬纸箱包装这批衬衣可以节省运费。

We prefer packing in smaller cases. 我们宁愿用小箱子包装。

We advocate using smaller container to pack the goods. 我们主张用小容器包装这批货。

We use metal angles at each corner of the carton. 每个箱角都用金属角加固。

Each case is lined with foam plastics in order to protect the goods against press. 箱子里垫有泡沫塑料以免货物受压。

The canned goods are to be packed in cartons with double straps. 罐装货物在纸箱里, 外面加两

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道箍。

You must reinforce the packing with metal straps. 你们必须用铁箍加固包装。

The goods are to be packed in strong export cases, securely strapped. 货物应该用坚固的出口木箱包装，并且牢牢加箍。

Shirts are to be packed in plastic-lined water-proof cartons. 衬衣应放在内衬塑料防水的箱子里。

We use a polythene wrapper for each shirt. 每件衬衣都用聚乙烯袋包装。

The fountain pen is placed in a satin-covered small box, lined with beautiful silk ribbon. 金笔装在一个锦缎小盒里，再用一条漂亮的绸带系在外面。

Words and Phrases

case 箱

wooden case 木箱

chest 箱

box 盒子

keg 小桶

barrel 琵琶桶

iron drum 铁桶

to be packed in paper bag 用纸袋装

plastic bag 塑料袋

bale 包件

bundle 捆，束

coil 捆，盘装

container 集装箱

carton 纸板箱，纸箱

crate 板条箱

casket 小箱

cask 桶

wooden cask 木桶

drum 圆桶

to be packed in bag 用袋装

gunny bag 麻袋

foam plastic bag 泡沫塑料袋

canvas 帆布

can/tin 罐装，听装

glass jar 玻璃瓶装

pallet 托盘

breakage-proof 防破损

leakage-proof 防漏

sound-proof 隔音

kraft paper 牛皮纸

parcel 小包，一批货

parcel post 包裹邮寄

single packing 单件包装

outer packing 大包装，外包装

substantial 坚固的

smaller container 小容器

the canned goods 罐装货

shakeproof 防震

water-proof 防水

metal strap 铁箍

flexible container 集装包

packed cargo 包装货

packet (pkt.) 包裹，封套，袋

collective packing 组合包装

inner packing 内包装，小包装

ocean transportation 远洋运输

polythene 聚乙烯

satin-covered 缎包装的

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silk ribbon 绸带

(四)

On the outer packing, please mark wording, "Handle with Care". 在外包装上请标明“小心轻放”字样。

Every 100 dozen should be packed in a wooden case marked TM and numbered from No. 1 upward. 每 100 打装一箱，刷上唛头 TM，从第一号开始往上循序编号。

Please mark the cases(bboxes,bags,casks,etc)as per the drawing given. 请按所给的图样在（盒、袋、桶等等）上刷唛头。

Please cable packing and marks. 请电告包装及唛头式样。

We will mark the packages the same as before. 我们将在货包上刷上和以前一样的唛头。

Words and Phrases

mark 唛头

Warning Mark 警告性标志

This Side Up 此端向上

Keep Upright 勿倒置

Not to be tripped 勿倾倒

Keep in a cool place 在冷处保管

Keep away from heat 请勿受热

Keep Dry 防湿

Fragile 易碎品

Inflammable Gas 易燃气体

Inflammable Liquid 易燃液体

Poison 毒剂

Spontaneously Combustible 自燃物品

Oxidizing Agent 氧化剂

Corrosive 腐蚀性物品

Indicative Mark 指示性标志

upward 向上，由下往上

Handle With Care 小心轻放

Use No Hooks 请勿倒挂

Keep in a dry place 在干燥处保管

Keep away from boilers 远离锅炉

Keep away from cold 请勿受冷

Explosive 爆炸品

Inflammable 易燃品

Inflammable Solid 易燃固体

Dangerous When Wet 遇水燃烧品

Poison Gas 毒气

Organic Peroxide 有机氧化物

Radioactive 放射性物品

Additional Words and Phrases

neutral packing 中性包装

cargo in bulk 散装货

shipment packing 运输包装

packaging industry 包装工业

customary packing 习惯包装

nuded cargo 裸装货

consumer packing 消费包装

pack test 包装试验

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package design 包装设计	package engineering 打包工程
package in damaged condition 破损包装	package materials (packing supplies) 包装材料
packing cost 包装成本	"packing extra" 包装费用另计
packing and presentation 包装装潢及外观	packing credit 打包放款, 包装信用证
packing letter of credit 包装信用证, 红条标信用证	packing list/note/slip 装箱单
packing specification 包装标准化	seller's usual packing 卖方习惯包装
seaworthy packing 适合海运包装	

外贸英语 900 句之 合同 Contract

(一)

We'll have the contract ready for signature. 我们应准备好合同待签字。

We signed a contract for medicines. 我们签订了一份药品合同。

Mr. Zhang signs the contract on behalf of the China National Silk Import & Export Corporation.

张先生代表中国丝绸进出口总公司在合同上签了字。

A Japanese company and SINOCHEN have entered into a new contract. 中国化工进出口总公司已经和日本一家公司签订了一份新合同。

It was because of you that we landed the contract. 因为有了你, 我们才签了那份合同。

We offered a much lower price, so they got the contract. 由于我们报价低, 他们和我们签了合同。

Are we anywhere near a contract yet? 我们可以(接近于)签合同了吗?

We sign a contract when we are acting as principals. ("principals" refers to the "seller" and the "buyer") 当我们作为货主时都要签订合同。(这里的“货主”指合同中的卖方和买方)

I know we (the seller) should draw up a contract and the buyer has to sign it. 我们知道我们(卖方)应该拟出一份合同, 买方必须签署合同。

We should simultaneously sign two contracts, one sales contract for beef and mutton, and the other contract of equal value for the purchase of cotton. 我们同时签两个合同, 一是牛羊肉的销售(出口)合同, 另一个是等额的棉花购买(进口)合同。

We both want to sign a contract, and we have to make some concessions to do it. 我们都想签合同, 因此双方都要做些让步。

We are here to discuss a new contract with you. 我们来这里和您谈谈订一份新合同的问题。

Our current contract is about to expire, and we'll need to discuss a new one. 欧文们现有合同快要期满了, 需要再谈一个新合同。

We can repeat the contract on the same terms. 我们可以按同样条件再订一个合同。

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A few problems with supply under the old contract must be quickly resolved. 老合同中的一些供货问题必须尽快解决。

We ought to clear up problems arising from the old contract. 我们应该清理一下老合同中出现的的问题。

Do you always make out a contract for every deal? 每笔交易都需要订一份合同吗？

As per the contract, the construction of factory is now under way. 根据合同规定,工厂的建设正在进行中。

Words and Phrases

contract 合同, 订立合同

contractual 合同的, 契约的

to place a contract 订合同

to sign a contract 签合同

to draft a contract 起草合同

to land a contract 得到(拥有)合同

to repeat a contract 重复合同

a nice fat contract 一个很有利的合同

copies of the contract 合同副本

to make some concession 做某些让步

contractor 订约人, 承包人

to make a contract 签订合同

to enter into a contract 订合同

to draw up a contract 拟订合同

to get a contract 得到合同

to countersign a contract 会签合同

an executory contract 尚待执行的合同

originals of the contract 合同正本

a written contract 书面合同

(二)

Look at this contract. 请看这份合同。

These are two originals of the contract we prepared. 这是我们准备好的两份合同正本。

We enclose our sales contract No.45 in duplicate. 附上我们第 45 号销售合同一式两份。

The copy of our contract will be returned. 合同的副本将被归还。

This contract is for 250 metric tons of groundnuts at RMB1800 per M/T C&F Copenhagen. 这是一份 250 吨花生的合同, 价格为每公吨哥本哈根成本加运费价 1800 元。

May I refer you to Article 5 of the General Terms and Conditions of the contract? 请您看看合同一般条款的第五条。

May I refer you to the contract stipulation about packing (or shipping....)? 请您看看合同中有关包装(装运)的规定。

You must state the description of the goods, the quantity and the unit price in each contract. 每笔合同中都应该提到的商品的性能说明、数量和单价。

What are the main clauses in the contract? 合同中的主要条款有哪些？

There is an arbitration clause in the contract. (or insurance clause, inspection clause, shipping clause...) 这是合同中的一项仲裁条款。(或: 保险条款, 检验条款, 装运条款等)

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Payment terms are important in a contract too, aren't they? 合同中的付款条件也很重要，对吗？

We ship our goods in accordance with the terms of the contract. 我们按合同条款交货。

I'm sure that shipment will be effected according to the contract stipulation. 我保证我们能按合同规定如期装船。

We sincerely hope that both quality and quantity are in conformity with the contract stipulations. 我们真诚希望质量、数量都与合同规定相吻合。

All terms and conditions will be the same as those in your previous contract number C70064. 所有条款与我们过去签的第 C70064 号合同规定的各项条款相同。

The contract states that the supplier will be charged a penalty if there is a delay in delivery. 合同规定如果供货商延误交货期，将被罚款。

When the goods aren't up to specification stated in the contract, there is also a penalty for poor quality. 如果所交货物与合同所规定规格不符，还有品质恶劣罚款。

Words and Phrases

contract terms (or contract clause) 合同条款
定

contract provisions/stipulations 合同规定

contract period (or contract term) 合同期限

contract life 合同有效期

to be stipulated in the contract 在合同中予以规定
明

to be laid down in the contract 在合同中列明

(三)

The contract comes into effect today, we can't go back on our word now. 合同已于今日生效，我们不能反悔了

Once the contract is approved by the Chinese government, it is legally binding upon both parties. 合同一经中国政府批准，对双方就有了法律约束力。

We have to hold you to the contract. 我们不得不要求你们按合同办事。

You must put their rights and interest into a contract. 你们必须把他们的权益订在合同中。

We always carry out the terms of our contract to the letter and stand by what we say. 我们坚持重合同，守信用。

It's clearly a breach of contract. 这显然是违反了合同。

Any deviation from the contract will be unfavourable. 任何违反合同之事都是不利的。

The buyer has the option of canceling the contract. 买主有权撤消合同。

You have no grounds for backing out of the contract. 你们没有正当理由背弃合同。

In case one party fails to carry out the contract, the other party is entitled to cancel the contract. 如果一方不执行合同，另一方有权撤消该合同。

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Are you worrying about the non-execution of the contract and non-payment on our part? 你是否担心我们不履行合同或者拒不付款?

You cannot cancel the contract without first securing our agreement. 如果没有事先征得我们同意, 你们不能取消合同。

This contract will come into force as soon as it is signed by two parties. 合同一经双方签定即生效。

Once a contract is made, it must be strictly implemented. 合同一旦确定就应严格执行。

Words and Phrases

to bring a contract into effect 使合同生效

to come into effect 生效

to go (enter) into force 生效

to cease to be in effect/force 失效

to carry out a contract 执行合同

to execute/implement/fulfil/perform a contract 执行合同

cancellation of contract 撤消合同

breach of contract 违反

合同

to break the contract 毁约

to cancel the contract 撤消

合同

to tear up the contract 撕毁合同

to approve the contract 审批

合同

to honour the contract 重合同

to annual the contract 废

除合同

to terminate the contract 解除合同

to alter the contract 修

改合同

to abide by the contract 遵守合同

to go back on one's words

反悔

to be legally binding 受法律约束

to stand

by 遵守

non-payment 拒不付款

to secure one's agreement 征得...的

同意

Additional Words and Phrases

contract price 合约价格

contract wages

合同工资

contract note 买卖合同(证书)

contract of employment 雇佣

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合同		
contract of engagement 雇佣合同		contract of carriage 运输
合同		
contract of arbitration 仲裁合同		contract for goods 订
货合同		
contract for purchase 采购合同		contract for service 劳
务合同		
contract for future delivery 期货合同		contract of sale 销
售合同		
contract of insurance 保险合同		contract sales
订约销售		
contract law 合同法		to ship a contract 装运合
同的货物		
contractual dispute 合同上的争议		a long-term contract 长
期合同		
a short-term contract 短期合同		contract parties 合同
当事人		
contractual practice/usage 合同惯例		contractual claim 根据合同
的债权		
contractual liability/obligation 合同规定的义务		contractual income 合同
收入		
contractual specifications 合同规定	contractual terms & conditions 合同条款和	
条件		
contractual guarantee 合同规定的担保		contractual damage 合同引起
的伤害		
contractual-joint-venture 合作经营，契约式联合经营		
completion of contract 完成合同		execution of contract 履
行合同		
performance of contract 履行合同		interpretation of contract 解
释合同		
expiration of contract 合同期满		renewal of contract 合
同的续订		

外贸英语 900 句之 付款 Payment Terms
(一)

Payment is to be effected (made) before the end of this month. 这个月末以前应该付款。

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It's convenient to make payment in pound sterling. 用英镑付款较方便。

Now, as regards payment, we've agreed to use U.S. Dollar, am I right? 至于付款，我们已同意用美圆，对吗？

We may have some difficulties making payment in Japanese yen. 用日圆付款可能会有困难。

I've never made payment in Renminbi before. 我从未用过人民币付款。

We can't accept payment on deferred terms. 我们不能接受延期付款。

What's your reason for the refusal of payment? 你们拒付的理由是什么？

Collection is not paid. 托收款未得照付。

We don't think you'll refuse to pay. 我们相信你们不会拒付。

Only one refusal of payment is acceptable to the bank. 银行只接受一次拒付。

You ought to pay us the bank interest once payment is wrongly refused. 如果拒付错了，你们应该偿付我方的银行利息。

We'll not pay until shipping documents for the goods have reached us. 见不到货物装船单据，我们不付款。

We're worrying that a decline in prices might lead to refusal of payment. 我们担心市场价格下跌会引起拒付。

Of course payment might be refused if anything goes wrong with the documents. 如果单据有问题，当然可以提出拒付。

The equipment will be paid in installments with the commodities produced by our factory. 设备以我们工厂生产的产品分期偿还。

Words and Phrases

payment 支付，付款

to pay 付款，支付，

偿还

dishonour 拒付

deferred payment 延

期付款

progressive payment 分期付款

payment on terms 定期

付款

payment agreement 支付协定

pay order 支

付凭证

payment order 付款通知

payment by banker 银

行支付

payment by remittance 汇拨支付

payment in part 部分

付款

payment in full 全部付讫

clean payment 单

纯支付

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simple payment 单纯支付
期付款

payment by installment 分

payment respite 延期付款
期付款

payment at maturity 到

payment in advance 预付（货款）
付现

Cash With Order (C.W.O) 随订单

Cash On Delivery (C.O.D) 交货付现
现

Cash Against Documents (C.A.D) 凭单付

pay on delivery (P.O.D) 货到付款
物支付

payment in kind 实

payment for (in) cash 现金支付，付现
公司

pay...Co. only 仅付...

pay...Co. not negotiable 付...公司，不准疏通

pay...Co. or order (pay to the order of...Co.) 付...公司或其指定人

refusal 拒绝

the refusal of

payment 拒付

the bank interest 银行利息
降，下跌

decline 下

something goes wrong 某事上出问题，出现差错
commodity 产品

convenient 方便的

(二)

Now we have settled the terms of payment. 现在我们已经谈妥了付款条件。

Shall we have a talk about terms of payment today? 我们今天谈谈付款条件怎么样？

What is the mode of payment you wish to employ? 您希望用什么方式付款？

This is the normal terms of payment in international business. 这是国际贸易中惯用的付款方式。

We can't accept any other terms of payment. 我们不能接受其他的付款条件。

If you can't be more flexible, we won't accept your terms of payment. 如果你们不能灵活些，我们将不接受此种付款方式。

Words and Phrases

payment terms 支付条件，付款方式
方式

the mode of payment 付款

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flexible 灵活的，多变的

(三)

Please protect our draft on presentation. 请见票即付。

Your draft will be honoured on presentation. 你方的汇票见票即付。

The draft was discounted in New York. 汇票已经在纽约贴现。

Our draft No.36 was dishonoured. 我们的第三十六号汇票被拒付了。

The draft has not been collected. 汇票之款尚未收进。

We'll be unable to meet these draft. 我们无力兑付这些汇票。

We've drawn a clean draft on you for the value of this sample shipment. 我们已经开出光票向你方索取这批货的价款。

We've drawn on you for payment of the invoice amounting to \$20,000. 我们已经按照发票金额20,000美元向你方开出了汇票。

The draft has been handed to the bank on clean collection. 汇票已经交银行按光票托收。

You can draw on me just as if there were a letter of credit. 您就当作有信用证一样，向我开汇票托收。

We're sending our draft through Bank of China for documentary collection. 我们将汇票交中国银行按跟单托收。

We'll draw on you by our documentary draft at sight on collection basis. 我们将按托收方式向你方开出即期跟单汇票。

We'll draw a sight bill in favour of the Export Bank Singapore. 我们要开立一张以新加坡出口银行为收款人的即期汇票。

We've already remitted the amount by cheque. 我们已经将款以支票汇出。

We enclose a cheque for RMB200. 我们附上人民币200元的支票一张。

Words and Phrases

discount 贴现

Promisory Note 本票

clean bill 光票

Sight Bill 即期汇票

Usance Bill 远期汇票

业汇票

Banker's Bill 商业汇票
汇票

Commercial Acceptance Bill 商业承兑汇票

invoice 发票
式发票

draft 汇票

cheque 支票

documentary bill 跟单汇票

Time Bill 远期汇票

Commercial Bill 商

Banker's Bill 银行

Bankers' Acceptance Bill 银行承兑汇票

Performer Invoice 形

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Sample Invoice 样品发票
发票

Recipe Invoice 收妥发票
明发票

Manufacturers' Invoice 厂商发票
即付

At...days (month)after sight 付款人见票后若干天（月）付款

At...days sight 付款人见票后若干天即付款
天付款

At...days after B/L 提单签发后若干天付款
信汇

Demand Draft (D/D) 票汇
电汇

collection 托收
光票托收

Documentary Bill for Collection 跟单托收
规则》

Collection Advice 托收委托书
委托书

Collection Bill Purchased 托收出口押汇
信托收据

copy
original 正本

Consignment Invoice 寄售

Certified Invoice 证

At sight 即期，见票

At...days after date 出票后若干

remittance 汇付 Mail transfer (M/T)

Telegraphic Transfer (T/T)

clean Bill for Collection

Uniform Rules for Collection 《托收统一

Advice of Clean Bill for Collection 光票托收

Trust Receipt

副

本

外贸英语 900 句之 商品检验 Commodity Inspection
(一)

Shall we take up the question of inspection today? 今天咱们讨论商品检验问题吧。

The inspection of commodity is no easy job. 商检工作不是那么简单。

Mr. Black is talking with the Chinese importer about inspecting the goods. 布莱克先生与中方进口商就商品检验问题进行洽谈。

As an integral part of the contract, the inspection of goods has its special importance. 作为合同里的一个组成部分，商品检验具有特殊的重要性。

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We should inspect this batch of porcelainware to see if there is any breakage. 我们要检查一下这批瓷器是否有破损的。

The exporters have the right to inspect the export goods before delivery to the shipping line.

出口商在向船运公司托运前有权检验商品。

The inspection should be completed within a month after the arrival of the goods. 商品检验工作在到货后一个月内完成。

How should we define the inspection rights? 商检的权力怎样加以明确呢？

I'm worried that there might be some disputes over the results of inspection. 我担心对商检的结果会发生争议。

We'll accept the goods only if the results from the two inspections are identical with each other. 如果双方的检测结果一致，我们就收货。

Words and Phrases

inspection 检验

inspect

检验

to inspect A for B 检查 A 中是否有 B

inspector 检验员

员

inspector of tax 税务稽查员

inspection of commodity 商品检验

验

(二)

Where do you wish to reinspect the goods? 您希望在哪里复验商品？

The importers have the right to reinspect the goods after their arrival. 进口商在货到后有权复验商品。

What's the time limit for the reinspection? 复验的时限是什么时候？

It's very complicated to have the goods reinspected and tested. 这批货测试和复验起来比较复杂。

What if the results from the inspection and the reinspection do not coincide with each other? 如果检验和复验的结果有出入该怎么办呢？

Words and Phrases

reinspect

复

验

reinspection 复验

(三)

Who issues the inspection certificate in case the quality do not confirm to the contract? 如果货物的质量与合同不符，由谁出具检验证明书呢？

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The certificate will be issued by China Import and Export Commodity Inspection Bureau or by any of its branches. 检验证明书将由中国进出口商品检验局或其分支机构出具。

The Inspection Certificate will be signed by the commissioner of your bureau. 检验证明书将由商检局局长签字。

Our certificates are made valid by means of the official seal and personal chop of the commissioner. 我们的证明书以盖公章和局长签字为有效。

As a rule, our certificate is made out in Chinese and English. 通常证明书是用中文和英文开具的。

You may have another certificate showing the goods to be free from radioactive contamination. 你们还要出具另一份证明书，以证明货物没有受放射线污染。

Our goods must be up to export standards before the Inspection Bureau releases them. 我们的货物只有在符合出口标准后，商检局才予以放行。

Our Inspection Bureau will issue a Veterinary Inspection Certificate to show that the shipment is in conformity with export standards. 商检局将出具动物检疫证明书以证明货物符合出口标准。

Is it convenient for you to engage a surveyor? 你们联系公证方便吗？

We have the best surveyor, China Import and Export Commodity Inspection Bureau. 我们有最好的公证行，即中国进出口商品检验局。

Words and Phrases

Inspection Certificate 检验证明

Inspection Certificate of Quality 质量检验证书

Inspection Certificate of Quantity 数量检验证书

surveyor 检验行，公证行

行

Additional Words and Phrases

Inspection Certificate of Weight 重量检验证书
Inspection Certificate of Value 价值检验证书
检验证书

Inspection Certificate of Origin 产地检验证书

Inspection Certificate of Health 健康检验证书

Sanitary Inspection Certificate 卫生检验证书
书

Veterinary Inspection Certificate 兽医检验证书

inspection of packing 包装检验
装检验

inspection of loading 监

inspection of material 材料检验
价的检查

inspection of risk 被保险物

inspection of storage 监装
证检验

inspection of voucher 凭

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inception of carriage 货车检查 证检查	inspection of document 单
inspection of fixed asset 固定资产检查 收	inspection of incoming merchandise 到货验
Inspection Certificate on Damaged cargo 验残检验证书	
Inspection Certificate on Tank 验船证书	
Certificate of Measurement & Weight 货载衡量证书	
Authentic Surveyor 公证鉴定人	inspection on cleanliness 清
洁检验	
inspection on cleanliness of dry cargo hold 干货舱清洁检验	
inspection on cleanliness of tank 油舱清洁检验	inspection and acceptance
验收	
inspection before delivery 交货前检验	inspection after construction 施工后
检验	
inspection during construction 在建工程检验	inspection between process 工序间
检验	
inspection report 检验报告	inspection tag
检查标签	
Inspectorate General of Customs 海关稽查总局	inspection and certificate fee 检验签证
费	
to issue(a certificate) 发... (证明)	Sworn Measurer 宣誓
衡量人	
Underwriters Laboratory 保险商实验室	Lloyd's Surveyor 英国劳氏
公证行	
General Superintendence & Co, Geneva (S.G.S) 瑞士日内瓦通用鉴定后司	

外贸英语 900 句之 保险 Insurance (一)

I'm looking for insurance from your company. 我是到贵公司来投保的。

Mr. Zhang met Mr. William in the office of the People's Insurance Company of China. 张先生在中国人民保险公司的办公室接待了威廉先生。

After loading the goods on board the ship, I go to the insurance company to have them insured.
装船后，我到保险公司去投保。

When should I go and have the tea insured? 我什么时候将这批茶叶投保？

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All right. Let's leave insurance now. 好吧，保险问题就谈到这里。

I have come to explain that unfortunate affair about the insurance. 我是来解释这件保险的不幸事件的。

I must say that you've corrected my ideas about the insurance. 我该说你们已经纠正了我对保险的看法。

This information office provides clients with information on cargo insurance. 这个问讯处为顾客提供大量关于货物投保方面的信息。

The underwriters are responsible for the claim as far as it is within the scope of cover. 只要是在保险责任范围内，保险公司就应负责赔偿。

The loss in question was beyond the coverage granted by us.
损失不包括在我方承保的范围内。

The extent of insurance is stipulated in the basic policy form and in the various risk clause.
保险的范围写在基本保险单和各种险别的条款里。

Please fill in the application form. 请填写一下投保单。

Words and Phrases

insure 保险；投保；保证
保险金额

insurance 保险；保险费；

underwriters 保险商（指专保水险的保险商）保险承运人
险公司

insurance company 保

insurer 保险人
保险经纪人

insurance broker

insurance underwriter 保险承保人
投保人

insurance applicant

insurant, the insured 被保险人，投保人

to cover (effect, arrange, take out) insurance 投保

insurance coverage; risks covered 保险范围
保单

insurance slip 投

insured amount 保险金额
risk 保险

insurance against

insurance clause 保险条款
投保通知

insurance instruction

insurance business 保险企业
险条件

insurance conditions 保

(二)

What risks is the People's Insurance Company of China able to cover? 中国人民保险公司承保的险别有哪些？

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What risks should be covered? 您看应该保哪些险?

What kind of insurance are you able to provide for my consignment? 贵公司能为我的这批货保哪些险呢?

It's better for you to can the leaflet, and then make a decision. 你最好先看看说明书，再决定保什么险。

These kinds of risks suit your consignment. 这些险别适合你要投保的货物。

May I ask what exactly insurance covers according to your usual C.I.F terms? 请问根据你们常用的 CIF 价格条件，所保的究竟包括哪些险别?

It 's important for you to read the "fine print" in any insurance policy so that you know what kind of coverage you are buying. 阅读保险单上的“细则”对你是非常重要的，这样就能知道你要买的保险包括哪些项目。

Words and Phrases

PICC (People's Insurance Company of China) 中国人民保险公司

risk insured, risk covered 承保险项

risk 险

别

to provide the insurance 为...提供保险

leaflet 说明书

fine print

细则

(三)

what is the insurance premium? 保险费是多少?

The premium is to be calculated in this way. 保险费是这样计算的。

The total premium is 800 U.S. dollars. 保险费总共是 800 美圆。

The cover paid for will vary according to the type of goods and the circumstances. 保险费用按照货物类别的具体情况会有所不同。

The rates quoted by us are very moderate. Of course, the premium varies with the range of insurance. 我们所收取的费率是很有限的，当然，保险费用要根据投保范围的大小而有所不同。

According to co-insurance clauses, the insured person must pay usually 20 percent of the total expenses covered. 根据共同保险条款，保险人通常必须付全部费用的百分之二十。

The insurance rate for such kink of risk will vary according to the kind. 这类险别的保险费率将根据货物种类而定。

Insurance brokers will quote rates for all types of cargo and risks. 保险经纪人会开出承保各类货物的各种险别的费用。

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Can you give me an insurance rate? 您能给我一份保险率表吗?

Could you find out the premium rate for porcelain? 您能查一下瓷器的保险费率吗?

You should study not only the benefits but also the terms and limitations of an insurance agreement that appears best suited to your needs. 你不仅要研究各种保险所标明的给予保险人的赔偿费用, 还要研究它的条件与限制, 然后选出最适合你需要的一种。

Words and Phrases

insurance expense 保险费

premium rate 保

险费率

premium 保险费

insurance rate 保险

费率表

insurance proceeds 保险金 (保险收入)

外贸英语 900 句之 保险(续) Insurance (四)

F.P.A. stands for "Free from Particular Average".

FPA 代表平安险。

W.P.A. stands for "With Particular Average".

WPA 代表水渍险。

I'll have the goods covered against Free from Particular Average. 我将为货物投保平安险。

I know that F.P.A insurance doesn't cover losses on consumer goods. 我知道平安险不包括消费品的种种损失。

I don't think that the W.P.A insurance covers more risks than the F.P.A.. 我认为水渍险承保的范围并不比平安险的范围宽。

Free from Particular Average is good enough. 只保平安险就可以了。

The goods are to be insured F.P.A. 这批货需投保平安险。

What you've covered is Leakage. 你所投保的是渗漏险。

Why don't you wish to cover Risk of Breakage? 您为什么不想投保破碎险呢?

W.P.A coverage is too narrow for a shipment of this nature, please extend the coverage to include TPND. 针对这种性质的货物只保水渍险是不够的, 请加保偷盗提货不成险。

Don't you wish to arrange for W.P.A. and additional coverage against Risk of Breakage? 您不想保水渍险和附加破碎险吗?

Not every breakage is a particular average. 并不是所有的破碎险都属于单独海损。

The coverage is W.P.A. plus Risk of Breakage. 投保的险别为水渍险加破碎险。

Well, obviously you won't want All Risks cover. 显然, 你不想保综合险。

An All Risks policy covers every sort of hazard, doesn't it? 一份综合险保单保所有的险, 是吗?

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We'd like to cover the porcelain ware against All Risks. 我们想为这批瓷器投保综合险。

Please insure the shipment for RMB5,000 against All Risks. 请将这批货物投保综合险人民币 5000 元。

We've cover insurance on these goods for 10% above the invoice value against All Risks. 我们已经将这些货物按发票金额加百分之十投保综合险。

An F.P.A. policy only covers you against total loss in the case of minor perils. 平安险只有在发生较小危险时才给保全部损失险。

The F.P.A. doesn't cover partial loss of the nature of particular average. 平安险不包括单独海损性质的部分损失。

A W.P.A. or W.A. policy covers you against partial loss in all cases. 水渍险在任何情况下都给保部分损失险。

You'll cover SRCC risks, won't you? 你们要保罢工、暴动、民变险，是吗？

As our usual practice, insurance covers basic risks only, at 110 percent of the invoice value. If coverage against other risks is required, such as breakage, leakage, TPND, hook and contamination damages, the extra premium involved would be for the buyer's account.

按照我们的惯例，只保基本险，按发票金额 110%投保。如果要加保其它险别，例如破碎险、渗漏险、盗窃遗失险、钩损和污染险等，额外保险费由买方负担。

Words and Phrases

insurance free of (from) particular average (FPA). 平安险（单独海损不赔）

insurance with particular average (WPA), basic risks. insurance against all risks. 综合险，应保一切险

risk of breakage 破碎险

risk of clashing

碰损险

risk of rust 生锈险

risk of hook damage

钩损险

risk of contamination (tainting) 污染险

insurance against total loss only (TLO) 全损险

risk of deterioration 变质险

risk of packing breakage 包装

破裂险

risk of inherent vice 内在缺陷险

risk of normal loss (natural loss)? 途耗或自然损

耗险

risk of spontaneous combustion 自然险

risk of contingent import duty 进口关税

险

insurance against war risk 战争险

Air Transportation Cargo War Risk 航空运输战争

险

overland Transportation Insurance War Risk 陆上运输战争险

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insurance against strike, riot and civil commotion (SRCC) 罢工, 暴动, 民变险

insurance against extraneous risks, insurance against additional risks 附加险

risk of theft, pilferage and nondelivery (TRND) 盗窃提货不着险

risk of fresh and/of rain water damage(wetting) 淡水雨淋险

risk of leakage 渗漏险

risk of shortage in weight/quantity 短

量险

risk of sweating and/or heating 受潮受热险

risk of bad odour(change of flavour) 恶味险, 变味险

risk of mould 发霉险 on deck risk 舱面险

(五)

We can serve you with a broad range of coverage against all kinds of risks for sea transport. 我公司可以承保海洋运输的所有险别。

Generally speaking, aviation insurance is much cheaper than marine insurance. 空运保险一般要比海运保险便宜。

Then "all marine risks" means less than "all risks". 那么, “一切海洋运输货物险”意味着比“一切险”范围小一些。

In the insurance business, the term "average" simply means "loss" in most cases. 在保险业中“average”一词一般是“海损”的意思。

Are there any other clauses in marine policies? 海运险还包括其它条款吗?

Breakage is a particular average, isn't it? 破碎险属于一种单独海损, 对吗?

the risk of breakage is covered by marine insurance, isn't it? 破碎险是包括在海洋运输货物险之内的, 对吗?

The English understood by "marine risks" only risks incident to transport by sea. 英国人对“海洋运输货物险”只理解为海洋中的意外风险。

Generally, the term "all marine risks" is liable to be misinterpreted and its use should be avoided in L/C. 一般地, “一切海洋运输货物险”容易被误解, 应该避免在信用证中使用。

Words and Phrases

ocean marine cargo insurance clauses 海洋运输货物保险条款

transportation insurance 运输保险

parcel post insurance 邮包运输保

险

overland transportation insurance, land transit insurance 陆上运输保险

insurance against air risk, air transportation insurance 航空运输保险

ocean marine cargo insurance, marine insurance 水险(海运货物保险)

All

Risks

一

切

险

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average 海损

Particular Average (P.A) 单独海损

Marine Losses 海损

分损失

total loss 全部损失

General Average (G.A) 共同海损

partial loss 部

(六)

Please tell me whether I need to purchase a foreign student policy. 告诉我是否我需要购买外国学生保险。

I'd like to know whether basic health insurance coverage should include benefits for outpatient, hospital, surgery and medical expenses. 我想知道基本健康保险所列的项目是否应包括医院门诊, 住院, 手术及药品等费用的赔偿。

Will you please tell me where I can purchase health insurance? 请告诉我在何处能买到健康保险?

Health insurance is merely a mean by which people pool money to guard against the sudden economic consequences of sickness or injury. 健康保险就是筹集一些钱以预防疾病或受伤而突然发生的经济困难。

"Major medical" insurance policies are designed to help offset heavy medical expenses that can result from a prolonged illness or serious injury. “巨额医药费保险”旨在协助减轻久病及重伤所造成的重大医药开支。

If the benefits provided under a certain policy have a dollar limitation for each service, you should determine whether these limitations are realistic. 如果某一家保险公司的健康保险对每种服务定有赔偿限额, 你应断定这些限额是否合乎实际。

Words and Phrases

health insurance 疾病保险, 健康保险

sickness insurance 疾病

保险

insurance for medical care 医疗保险

"major medical" insurance policy 巨额医药费保险

insurance during a period of illness 疾病保险

life insurance 人寿保

险

endowment insurance 养老保险

insurance on last survivor 长寿

保险

to purchase health insurance 购买健康保险

to have a health insurance policy 购买健康保险

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Additional Words and Phrases

policy-holder 保险客户

extra premium 额

外保险费

additional premium 附加保险费

insurance law

保险法

insurance act 保险条例

insurance industry?

保险业

insurance division 保险部

insurance treaty

保险合同

cover note 保险证明书

guarantee of insurance 保

险担保书

premium rebate 保险费回扣

insurance claim

保险索赔

ceding, retrocession(for reinsurance) 分保

reinsurance 分保（再保

险）

ceding(insurance)company 分保公司

co-insurance company 共同保险

公司

insurance document 保险单据

certificate of insurance 保

险凭证

increasing coverage, extending coverage 加保

renewing coverage 续

保

insurance commission 保险佣金

social insurance 社

会保险

personal property insurance 个人财产保险

insurance of contents 家庭财

产保险

外贸英语 900 句之 装运 Shipment

(一)

The shipment has arrived in good condition. 运到之货情况良好

I hope you'll be entirely satisfied with this initial shipment. 我希望您能对第一批货感到满意。

Please exercise better care with future shipments. 对今后装运的货，请多加注意。

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Can last shipment be duplicated? 上次装运的货能再卖一批吗?

We regret we can't ship as you desired. 很抱歉, 我们不能按你们的要求装船。

We'll send vessels to pick up the cargo at Huangpu. 我们将派船只在黄埔装运。

There is an over-shipment of 200 lbs. 货物多装了 200 磅。

Can we short-ship 5 tons? 我们可以少装 5 吨吗?

Please hold shipment pending our instructions. 请在我们通知之前暂停装货。

The goods are all ready for shipment. 货物已经准备好待装运。

I've got a bone to pick with you over your last shipment to London. 关于上次装运到伦敦的那批货, 我不得不抱怨你。

The cargo has been shipped on board s.s. "Dong Feng". 货已装上“东风”号轮船。

We ship most of our oil in bulk. 我们装运的油多数是散装的。

We can get preferential duty rates when we ship to the U.S.A. 我们能在货物装运到美国时获得优惠税率。

The facilities for shipping goods to southeast Asian countries have changed a lot. 出口到东南亚的货物的装运条件已大大改善了。

Words and Phrases

shipment 装运

shipping advice 装

船通知

loading 装货

shipping order

装货单

to effect shipment 装运

shipping

装运的

shipping mark 装运标志

to make shipment 交货, 装

运

to ship 装船, 装运

shipping instruction 装船

单据

to make delivery of the goods 交货

to take delivery of the goods 提货

unloading/discharging 卸货

loading list 装

船单

loading charge 装船费

loading certificate 装货

证明书

loading days 装货天数, 装载时间

load off

卸货

Master's Receipt 大副收据

loaded on Deck (货物) 装于

甲板上

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Shipping Instructions Form 装船指示单

shipping documents 装船

单据

cargo mark 货物装运标志

(二)

Can our order of 100 cars be shipped as soon as possible? 我们订的 100 辆小汽车能尽快装运吗?

An early reply from you will help us to speed up shipment. 如果你们尽快答复, 我们便可以加速装船。

The order No. 105 is so urgently required that we have to ask you to speed up shipment. 第 105 号订单所订货物我们要急用, 请你们加快装船速度。

Could you manage to hasten the delivery? 你们能否加快装运?

Could you possibly effect shipment more promptly? 你们能不能提前一点交货呢?

A timely delivery means a lot to us. 及时交货对我们来说关系可大了。

I'm sorry to say that we can't advance the time of delivery. 非常抱歉我们不能把交货期提前。

There's still another possibility to ensure a prompt delivery of the goods. 还有另一种可能可以确保即期交货。

If shipment were effected from Hong Kong, we could receive the goods much earlier. 如果在香港交货, 我们可以更早些收到货物。

Could you do something to advance your shipment? 你们能不能设法提前交货?

They hold a discussion on the time of shipment for fireworks. 他们就礼花的装运期问题进行了谈判。

Since the time of shipment can not be fixed, I can not but worry about it. 交货期还没定下来, 我怎么会不着急呢?

I'm sorry to tell you that we are unable to give you a definite date of shipment for the time being. 很抱歉, 现在我们还无法告诉您确切的装船日期。

Can you effect shipment of the order in March? 您看这批货能在 3 月份装运吗?

Is it possible to effect shipment during October? 能不能在 10 月份交货?

I want the goods to be delivered in June. 我希望你们能在 6 月份交货。

After shipment, it will be altogether four to five weeks before the goods can reach our retailers. 从交货到零售商收到货物总共需要 4 至 5 个星期。

We can effect shipment in December or early next year at the latest. 我们最晚在今年 12 月份或明年初交货。

We assure you that shipment will be made no later than the first half of April. 请您放心, 我们交货期不会迟于 4 月份上半月。

You expect us to make delivery in less than a month, right? 您是希望我们在不到 1 个月的时间

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内交货吗？

I'm terribly worried about late shipment. 我非常担心货物迟交。

Words and Phrases

forward shipment 远期装运
装运

near shipment 近期

prompt shipment 即期装运
运

shipment as soon as possible 尽速装

late shipment 迟交
期交货

prompt delivery 即

time of shipment 装运期, 装运时间
货期

time of delivery 交

load time 装货时间
up 加速

to speed

to effect shipment 交货, 装运
批货

initial shipment 第一

shipment during October 1990 1990 年 10 月装运

shipment during October/November 1990 年 10 月或 11 月装运

shipment on or before 15th, November, 1990 1990 年 11 月 15 日以前装运

shipment during May with partial shipment and transshipment allowed, sellers option. 装运期由
卖方选择, 允许分批装运。

shipment on or before the end of November 1990. 1990 年底或以前装运。

shipment on Board the Vessel called the... 已由某某轮船装运

to exercise better care with sth 多加关心

over-shipment 多装

short-shipment 少装
备好

to be ready for 准

in bulk 散装
利率

preferential duty rates 优惠

facilities 条件, 设施

(三)

It's better to designate Tanggu as the loading port. 在塘沽装货比较合适。

A manager of a Japanese Company and a staff member of a Chinese corporation hold a discussion
on the loading port at Beijing Hotel. 中国公司一名业务员与日本公司的经理在北京饭店就装
运港问题进行了洽谈。

We'd better have a brief talk about the loading port. 我们最好能就装运港问题简短地谈一谈。

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You may choose Tianjin as port of shipment. 你可以选择天津作为交货港。
How about shipping them from Huangpu instead of Shantou? 把汕头改为黄埔交货怎么样?
You insist that Dalian is the loading port, right? 您坚持把大连定为装运港, 对吗?
Now Huangpu is fine as the loading port. 现在可以把黄埔定为装运港。
We are always willing to choose the big ports as the loading ports. 我们总希望用较大的港口作为装运港
We'd like to designate Shanghai as the loading port because it is near the producing area. 我们希望把上海定为装运港是由于它离货物产地比较近。
It makes no difference to us to change the loading port from Shantou to Zhuhai. 将装运港由汕头改为珠海对我们来说问题不大。
Shall we have a talk on the port of discharge this afternoon? 咱们今天下午是不是谈谈卸货港的问题?
He exchanged views on the choice of the unloading port with Mr. Smith. 他和史密斯先生就选择卸货港问题交换了意见。
What's your unloading port please? 你们的卸货港定在哪里?
It's not reasonable to have the goods unloaded at Hamburg. 把货卸在汉堡不太合适。
We don't think it's proper to unload the Chinese tea at London. 我们认为把伦敦作为中国茶叶的卸货港, 很难让人接受。
As most of our clients are near Tianjin, we'd like to appoint Tanggu as the unloading port. 我们的大多数客户离天津较近, 所以选择了塘沽作为卸货港。
There are more sailings at Shanghai, so we have chosen it as the unloading port. 因为上海的船次多, 我们把这里定为卸货港。
We'd like to change the unloading port from Tokyo to Osaka. 我们愿意把卸货港由东京改为大阪。

Words and Phrases

port	of	call	寄	航	港
saillings 船次					
optional port	选择港			loading port	
装货港					
unloading port	卸货港			port of shipment	
装运港					
port of destination	目的港			European Main Ports (E.M.P.)	欧洲主要
港口					
Customary Quick Dispatch 按港口习惯快速装运					

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(四)

Don't you think it's troublesome to transship the goods at Sydney? 您不认为在悉尼转船太麻烦了吗?

Do you wish to transship the goods to Macao at Hong Kong? 您是不是想把货物由香港转至澳门。

We have been able to transship S.E. Asian-bound cargoes from rail to ship at Hongkong without mishap. 我们在香港转船去东南亚的货物途中未曾遇到过麻烦事。

Sometimes, we have to make a transshipment because there is no suitable loading or pr in the producing country. 有时因为在生产国找不到合适的装港, 我们不得不转船。

So far as I know, there are risks of pilferage or damage to the goods during transshipment in Hongkong. 据我所知, 在香港转船期间有货物被盗或损坏的风险。

In case of transshipment, we have to pay extra transportation charges. 货物如果转运, 我们得多付运费。

All transport transshipment charges will be included in the C.I.F. price. 所有的转运费用都包括在到岸价格里面了。

Partial shipment is allowed. 允许分批装运。

I heard that partial shipment wasn't permitted. 我听说不允许分批装运。

Transshipment is (not) allowed. (不) 准许转船。

We must have the goods here in September for reshipment. 货物必须9月份到达此地以便再转运。

Words and Phrases

troublesome 麻烦

suitable

合适的

pilferage 盗窃

in case

of 如果

transshipment charges 转运费

as far as sb knows 就...所知, 据...所知

loaded to full capacity 满载

transshipment (T.S.) 转

运

to tranship (transship) 转运

transshipment permitted 允许

转运

transshipment prohibited 不许转运

transit shipment 转

运, 中转

transshipment on route 中途转运

transshipment entry 转

运报单

transshipment manifest 转运仓单

transshipment trade 转

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口贸易

transhipment to be allowed 准许转运

transhipment not allowed 不准

许转运

partial shipment 分批装运

外贸英语 900 句之 运输 Transportation

(一)

We arrange shipments to any part of the world. 我们承揽去世界各地的货物运输。

From what I've heard you're ready well up in shipping work. 据我所知，您对运输工作很在行。

What is your specific transport requirement? 你们需要的运输条件是什么？

It will cause a lot of problems in our transportation. 这将给我们的运输带来很多问题。

The two sides finally reached an agreement on the mode of transportation. 双方就运输方式达成了协议。

Today let's discuss the mode of transportation of the steel we ordered. 今天我们就谈谈关于钢材的运输方式吧。

How do you usually move your machines? 你们出口机器习惯使用哪种运输方式？

The goods are now in transit. 此批货物正在运输途中。

A part of the goods were damaged in transit. 一部分货物在运输途中受损。

If the cargo space must be reserved, please send us the necessary application forms. 如果要预订货舱，请将订舱表寄给我们。

do you do any chartering? 你们租船吗？

Words and Phrases

transport 运输

to be in transit 正

在运输

move 运输

transportation business

运输业

transportation company (corporation) 运输公司

transportation cost 运输成本

mode of transportation 运输方式

way of transportation 运输

方式

means of transportation 运输方式

to do

charter 租船

cargo space 货舱

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(二)

Transport by sea is the most important mode of transportation in the world today. 海运是目前世界上最重要的一种运输方式。

Usually, it is cheaper to have the goods sent by sea than by railway. 通常，海运较陆运便宜。

For such a big order, we propose to have the goods dispatched by sea. 数量如此多的货物，我们建议走海运。

Please dispatch the TV sets we ordered by sea. 请海运我们订购的电视机。

Because of the high cost of railway transportations, we prefer sea transportations. 因为铁路运输费用高，我们愿意走海运。

Sometimes sea transport is troublesome to us. 有时海运对我们来说麻烦。

Please have the goods transported by air. 请空运此批货

To move the goods by railway is quicker. 铁路运输较快。

We don't think it is proper to transport the goods by railway. 我们认为此货不适合用铁路运输。

Can you have them sent by railway? 能采用 陆运方式吗？

You may have some difficulties in arranging railway transportation, I guess. 我猜你们安排铁路运输有困难。

We have arranged to transport the rice you purchased by rail. 我们已安排用火车运输你们所需的大米。

We would prefer to have goods carried by road and not by railway. 我们宁愿用公路运输而不用铁路。

Words and Phrases

to transport by sea 海运

to transport by railway 陆

运

transportation by sea, land, air, and mail 海、陆、空、邮运输

to arrange transport 安排运输

to have some difficulties in 在...有

困难

(三)

We think it necessary to move the articles by way of combined transportation. 我们认为联运货物十分必要。

Sometimes, the way of combined transportation has the complicated formalities. 有时联运的手续十分繁琐。

The two sides agreed to employ "combined transportation" to ship the goods. 双方决定联运货物。

Since there is no direct vessel, we have to arrange multimodal combined transport by rail and sea.

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由于没有直达船只，我们只好安排海陆联运。

I don't like this kind of combined transportation. 我并不喜欢这种联运方式。

It's easy to cause a delay in shipment or even lose the goods completely when we arrange such combined transport. 这种联运方式货物容易丢失，也常误期。

It's simpler and cheaper for both of us to arrange multimodal combined transport. 安排联运对我们双方都既简单又经济。

Insurance covers both sea and overland transportation. 保险应包括水陆两路的运输。

If the goods are to be transshipped from one means of transportation to another during the course of the entire voyage, it's called "combined transport". 如果货物在运输途中交换交通工具，这便是“联运”。

Words and Phrases

Train-Air-Truck (TAT;TA) “陆-空-陆”联运；或“陆空联运”

combined transportation 联运

Combined Transport Documents (CTD) 联合运输单据

据

multimodal combined 联运，多式联运

through B/L 联

运提单

through transport 联运

direct vessel

直达船只

entire voyage 整个运输过程中

formality 手续

(四)

Who will bear the extra freight charges? 多出的运费由谁负担？

Please quote your current tariffs. 请报你公司的最新运费表。

Freight for shipment from Shanghai to Hongkong is to be charged to your account. 从上海到香港的运费由贵方负担。

The bill of lading should be marked as "freight prepaid". 提单上应该注明“运费预付”字样。

Words and Phrases

transport charge 运输费

cargo freight

运费

carriage 运费

carload rate 整

车运费

carriage expense 运费

carriage free 免收

运费

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carriage paid 运费已付
费待付

carriage forward 运

cartage 搬运费
搬运费率

cartage note

Liner's freight tariff 班轮运价表
运费率

Basic Rate 基本

Heavy Lift Additional 超重附加费
附加费

Over Length Additional 超长

transportation expenses 运输费用
运费

A.V. (Ad. Val) 从价

cash and carry 现付自运
费吨

Freight ton 运

Weight ton 重量吨
尺码吨

Measurement ton

(五)

This is one set of the shipping documents covering the consignment. 这是一套这批货的装运单据。

We'll send you by air a full set of non-negotiable documents immediately after the goods are loaded. 货一发运，我们就寄给你方一套单据副本。

when the goods have been loaded, you can get the B/L signed by the master of the vessel. 货装上船后，你可以得到由船长签字的提单。

We'll send you two sets of the Shipped, Clean Bill of Lading. 我们将寄送两套已装运清洁提单。

Words and Phrases

a full set of 一整套
付的

non-negotiable 未议

immediately 立即地，迅速地
船长

master

two (several) sets of 两(多)套
据

transport document 运输单

shipping documents 装船单据
提单

Bill of lading (B/L)

On board B/L 已装船提单
装船提单

Shipped B/L 已

received for Shipment B/L 备运提单

Direct B/L 直达

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提单

Transhipment B/L 转船提单

Through B/L

联运提单

Clean B/L 清洁提单

Unclean B/L 或 Foul B/L 不

清洁提单

Straight B/L 记名提单

Open B/L 不

记名提单

Bearer B/L 不记名提单

Order

B/L 指示提单

Long Form B/L 全式提单

Short Form B/L

简式提单

On Deck B/L 舱面提单

Stale B/L

过期提单

Ante Dated B/L 倒签提单

Advanced B/L

预借提单

Freight at Destination B/L 运费到付提单

Freight prepaid B/L 运费预

付提单

to order to 凭某人指定

Additional Words and Phrases

transportation facilities 运输设备

transportation insurance 运输

保险

transportation permit 运输许可证

transportation system 运

输系统

transportation tax 运输税

transport by container 集装

箱运输

transport chain 运输体系

cargo worthy

适宜货运

cargo by rail 铁路运输

cargo by road

公路运输

cargo mark (shipping mark) 货物装运标志

cargo receipt 货

运收据

time charter 定期租船

time charter trip

航次期租

single voyage charter 单程租船

return voyage charter 回航

次租船

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voyage charter 定程租船

外贸英语 900 句之 对外贸易与外贸关系

(一)

They mainly trade with Japanese firms. 他们主要和日本商行进行贸易。

For the past five years, we have done a lot of trade with your company. 在过去的五年中，我们与贵国进行了大量的贸易。

Our trade is conducted on the basis of equality. 我们是在平等的基础上进行贸易。

There has been a slowdown in the wool trade with you. 和你们的羊毛贸易已有所减少。

Our foreign trade is continuously expanding. 我们的对外贸易不断发展。

Trade in leather has gone up (down) 3%. 皮革贸易上升（下降）了百分之三。

Trade in general is improving. 贸易情况正在好转。

Our company mainly trades in arts and crafts. 我们公司主要经营手工艺品。

They are well-known in trade circles. 他们在贸易界很有名望。

We trade with people in all countries on the basis of equality and mutual benefit. 我们在平等互利的基础上和各国人民进行贸易。

To respect the local custom of the buying country is one important aspect of China's foreign policy. 尊重买方国家的风俗习惯是我国贸易政策的一个重要方面。

Our purpose is to explore the possibilities of developing trade with you. 我们的目的是和你们探讨一下发展贸易的可能性。

Words and Phrases

foreign trade 对外贸易

overseas trade 海

外贸易

international trade 国际贸易

to trade with 和...进行

贸易

to do business in a moderate way 做生意稳重

to do business in a sincere way 做生意诚恳

to make a deal 做一笔交易

deal 交易，经营，处理，与...

交往

to deal in 经营，做生意

to explore the possibilities of 探讨...的可能

性

trade circles 贸易界

to handle 经

营某商品

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to trade in 经营某商品
营范围

business scope/frame 经

trading firm/house 贸易行，商行
(二)

Can we do a barter trade? 咱们能不能做一笔易货贸易呢?

Is it still a direct barter trade? 这还算是一种直接的易货贸易吗?

If you agree to our proposal of a barter trade, we'll give you paper in exchange for your timber.
如果你方同意我们进行易货贸易的建议，我们将用纸与你们交换木材。

Shall we sign a triangle trade agreement? 我们订一个三角贸易协议好吗?

A triangle trade can be carried out among the three of us. 我们三方可进行三角贸易。

Compensation trade is, in fact, a kind of loan. 补偿贸易实际上是一种信贷。

We may agree to do processing trade with you. 我们同意与你们进行来料加工贸易。

If you're interested in leasing trade, please let us know. 如果你们有意做租赁贸易，请告诉我
们。

We wonder whether you do counter trade. 我们不知道你们是否做抵偿贸易。

Words and Phrases

trade by commodities 商品贸易
形贸易

visible trade 有

invisible trade 无形贸易
易货贸易

barter trade

bilateral trade 双边贸易
三角贸易

triangle trade

multilateral trade 多边贸易
抵偿贸易

counter trade 对销贸易；

counter purchase 互购贸易
回购贸易

buy-back

compensation trade 补偿贸易
工贸易

processing trade 来料加

assembling trade 来料装配贸易
租赁贸易

leasing trade

in exchange for 用...交换...
易协议

trade agreement 贸

(三)

We want to develop direct contact with Continental buyers for ourselves. 我们想为自己的公司

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同欧洲大陆的买主建立起直接的联系。

We see that your firm specializes in Light Industrial Goods, and we are willing to establish business relationship with you. 得知贵公司专门经营轻工业品,我们愿意与贵公司建立业务关系。

We are one of the largest importers of Electric Goods in this city, and we wish to establish business relationship with you. 我们是此地最大的电器进口商之一,愿意与你们建立业务关系。

We are willing to enter into business relationship with your company on the basis of equality and mutual benefit. 我们愿在平等互利的基础上与贵公司建立业务关系。

Our two countries have had trade relations for ten years. 我们两国之间已经有了 10 年的贸易关系。

We've never had any difficulties with our Chinese partners, and we'd like to make as many new contacts as we can. 和中国同行共事从来没有什么困难,希望今后我们之间尽可能多地建立新的关系。

We have made a very good start in our business with Japan. 我们和日本在业务上有了良好的开端。

Our company is thinking of expanding its business relationship with China. 我公司想扩大与中国的贸易关系。

As is known, we set great store by the trade relationship with the third world countries. 众所周知,我们十分重视同第三世界国家的贸易关系。

We look forward to reactivating our business relationship. 我们盼望我们的业务关系重新活跃起来。

We shall welcome a chance to renew our friendly relationship. 很高兴能有机会来恢复我们的友好关系。

We'll try our best to widen our business relationship with you. 我们将尽力扩大同你们的贸易关系。

We're writing you in order to establish business relationship. 我们写此信是为了与你方建立业务关系。

The arrangement will contribute to cement our pleasant relationship. 此项安排将有助于巩固我们良好的关系。

We're willing to restore our business relationship. 我们希望能恢复贸易关系。

It will be advantageous if steps are taken to resume our business relationship on the basis of mutual benefit. 如果我们采取措施在互利的基础上恢复业务关系,对我们都是有利的。

The depressed market results in the stagnation of trade. 市场萧条导致贸易停滞。

We have been doing quite well in our business, we are willing to open an account with you.

我们的生意一直做得不错,希望能与你们建立账户往来关系。

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Words and Phrases

business association 业务联系, 交往
系

business connection 业务联

close relationship 密切的关系
的关系

closer ties 更密切

to establish (enter into, set up) business relationship 建立业务关系

to continue business relationship 继续业务关系

to present business relationship 保持业务关系

to improve business relationship 改善业务关系

to promote business relationship 促进业务关系

to speed up business relationship 加快业务关系的发展

to enlarge (widen) business relationship 扩大业务关系

to restore (resume) business relationship 恢复业务关系

to interrupt business relationship 中断业务关系 to cement business relationship 巩固业务关系

(四)

When could you introduce me to your sister company? 什么时候把贵公司的兄弟公司介绍给我们?

Would you please introduce us to some of the most reliable exporters of Chinese handicrafts? 请向我们推荐一些最可靠的中国手工艺品出口商, 可以吗?

If you are interested in dealing with us in other products of our company, please inform us of your requirements as well as your banker's name and address. 如果你们有意经营我公司其他产品, 请告知你方要求及往来银行的名称和地址。

Because of the rapid development of our business in Asia, we think it's necessary to open a branch at the following address. 鉴于我们在亚洲地区业务的迅速发展, 有必要在下列地点设立分公司。

We've often expressed our interest in investing in China. 我们一直对在中国投资很感兴趣。

Our abundant resources and stable policy provide foreigners with the advantages they invest here. 我们丰富的资源和稳定的政策为外商投资提供了有利条件。

Thank you for your manner of business cooperation. 我们对你们的合作态度非常满意。

We have been working on expanding our scope of cooperation with China. 我们一直努力设法扩大与中国的合作范围。

We believe in long-term cooperation with China because we view the future as bright. 我们相信与中国长期合作的前途是光明的。

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trade prospects/outlook 贸易前景
作

technological cooperation 技术合作
合作

cooperative relationship 合作关系
围

Additional Words and Phrases trade fair 贸易展销会

trade show 贸易展览
易协议

to establish arrangement 达成协议
协议

trade terms/clause 贸易条款
贸易平衡

to conclude a business transaction 达成贸易交易
共事

business activities 经济活动
行；商号

trading department/mechanics 贸易机构
协会

the foreign trade department 对外贸易部门

C.C.P.I.T.(China Council for the Promotion of International Trade) 中国国际贸易促进会

Commercial Counselor's Office 中国使馆的商务处
商会

trade cooperation 贸易合

business cooperation 业务

the scope of cooperation 合作范

trade agreement 贸

to reach an agreement 达成

trade balance

to work with 与...

business house 商

trade association 贸易

Chamber of Commerce

trading partnership 经营合伙人

foreign trade personnel 外贸工作者 trading center 贸易中心

trading market 贸易市场 tradesman/trade peoples 商人，零售商

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