

《外贸英语函电》

图书基本信息

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内容概要

《示范性高等院校精品规划教材:外贸英语函电(商务英语与国际贸易专业)》内容主要以外贸业务工作流程为导向,根据外贸行业主要工作岗位的职业技能要求和知识构成,共分为11个教学模块,第一模块简要介绍外贸英语信函的基本要素、格式、写作要求以及电子邮件的写作技能。第2—11模块主要讲授外贸业务工作流程的十个主要环节:建立贸易关系、询盘、发盘、还盘、接受、合同、支付、装运、保险、索赔等中出现的常用的英文信函,侧重对具体环节信函的写作原则、写作要素、基本格式、特有的外贸英语表达和主要内容的讲解。

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书籍目录

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章节摘录

版权页： Article 2 Payment Both parties agree to open letter of credit in favor of each other, i.e. Party A will open, at regular intervals, long term-letter of credit in favor of Party B to pay by installments the total cost of the machines and auxiliary equipment provided by Party B; whereas Party B will open sight letter of credit in favor of Party A to pay the products to be delivered by Party A. Party A shall pay for the total cost of the machine and auxiliary equipment with the money remitted by Party B as reimbursement for the products to be delivered by Party A. In case sum to be paid by Party B fails to cover the value of the long-term letter of credit opened by Party A, the difference shall be made up by Party B by paying that much to Party A in advance, before the long-term letter of credit is due, to enable Party A to reimburse on time the long-term letter of credit it opens. The payment of the long-term letter of credit opened by Party A is based on Party B's opening a sight letter of credit under the provision and on its paying the advance required herein. Thus, Party B warrants guarantees and covenants that it will open the letter of credit and pay the advance as provided herein. Article 3 Reimbursement Party A shall reimburse Party B for all the machines and auxiliary equipment supplied by Party B by delivering goods to Party B on a monthly basis and the reimbursement will last for two years and six months. The reimbursement shall start approximately 3 months after the first delivery of the machines and, in principle, the money to be reimbursed per month shall be 10 percent of the total amount due for the machines. With a three-month notice to Party B, Party A may reimburse Party B in advance. Within the reimbursement period, Party B shall, under the provision of the additional sales agreement aforesaid, open sight, irrevocable, divisible and assignable letter of credit, covering the full amount, in favor of Party A. Article 4 Standard Money and Price Standard The standard money for this transaction is US dollars. All the machinery, auxiliary equipment and measuring and testing instruments, etc. provided by Party B shall be valued in RMB dollars, while the goods provided by Party A to Party B as reimbursement shall be valued with the basis price US dollars of the same goods exported by Party A at the time when this agreement is entered into, and the total price RMB shall be changed into that of US dollars in accordance with the exchange rate then.

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编辑推荐

《示范性高等院校精品规划教材:外贸英语函电(商务英语与国际贸易专业)》可作为高职高专院校应用英语专业、商务英语专业、国际商务专业、国际贸易专业及市场营销、工商文秘、电子商务等相关专业的教材,也可作为从事外贸、商务相关工作人员的参考书。

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