**目录**

2017年04月《外贸函电》全国高等教育自学考试试题（课程代码：00094）................2

2016年04月《外贸函电》全国高等教育自学考试试题（课程代码：00094）..............11

2015年10月《外贸函电》全国高等教育自学考试试题（课程代码：00094）..............20

2012年04月《外贸函电》全国高等教育自学考试试题（课程代码：00094）..............30

2011年04月《外贸函电》全国高等教育自学考试试题（课程代码：00094）..............39

2010年04月《外贸函电》全国高等教育自学考试试题（课程代码：00094）..............48芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 1 页，共 56 页

**2017年04月《外贸函电》全国高等教育自学考试试题（课程代码：00094）**

**一、单项选择题（本大题共20小题，每小题1分，共20分）**

1.Asrequested,wearepleasedtoquoteyouwithoutengagementas\_\_\_\_.（）

A．follows

B．follow

C．following

D．followed

2.Althoughthequalityofthesegoodsis\_\_\_\_usualstandard,wearepreparedto

acceptthegoodsifyouwillreducetheprice,say,by20%.（）

A．notinlinewith

B．notconformto

C．notupto

D．notinconformityto

3.Asyoufailedtomakedeliveryintime,wehavenochoice\_\_\_\_ourorderwithyou.

（）

A．buttocancel

B．butcancel

C．canceling

D．butcancelled

4.Pleaseindicateontheenclosedcopyofyourorderform\_\_\_\_youwanttoplacea

cashordernow.（）

A．when芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 2 页，共 56 页

B．whether

C．until

D．unless

5.MayIsuggestthatwesendatechniciantoinspecttheequipmentandmakethe

necessaryrepairsata\_\_\_\_cost?（）

A．reasoned

B．realistic

C．realizable

D．reasonable

6.Anexportercannotreceivepaymentuntilthegoodsonconsignment\_\_\_\_

sometimeinthefuture.（）

A．haveofferedforsale

B．arequoted

C．arrivedatdestination

D．havebeensold

7.YoumaycontacttheBankofChinaforanyinformationconcerningourcredit\_\_\_\_.

（）

A．stand

B．standing

C．understand

D．understanding芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 3 页，共 56 页

8.Wewishtointroduce\_\_\_\_thelargestexporteroffabricsofhighqualityinChina.

（）

A．thatweare

B．inthatweare

C．ourselvesas

D．ourselvesbeing

9.Ourpaymenttermsare\_\_\_\_letterofcreditforthefullinvoicevalue.（）

A．confirmed

B．combined

C．committed

D．completed

10.Freshsuppliesare\_\_\_\_earlynextmonth.（）

A．duetoarriving

B．duearriving

C．duearrive

D．duetoarrive

11.Asourstocksarerapidly\_\_\_\_,themaximumquantitywecansupplyis100tons.

（）

A．running

B．diminishing

C．shortage

D．stopping芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 4 页，共 56 页

12.Weassureyouofourfull\_\_\_\_inexecutingthecontract.（）

A．caution

B．attention

C．intention

D．appreciation

13.Afterthecontractissigned,weshallopen\_\_\_\_theBankofChinahereanL/Cat

sightinyourfavor.（）

A．with

B．at

C．by

D．in

14.WearedisappointedtonotethatsofarwehavenotreceivedyourL/Cwhich\_\_\_\_

usbeforeApril1st.（）

A．shallreach

B．musthavereached

C．shouldhavereached

D．isreaching

15.\_\_\_\_wewouldliketoclosethebusinesswithyou,wefindyourbidunacceptable.

（）

A．Much

B．Howevermuch

C．Muchas芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 5 页，共 56 页

D．Despite

16.Asthismodelwassopopularwithourcustomers,wewouldliketoknowwhether

itisstill\_\_\_\_.（）

A．respectable

B．available

C．acceptable

D．reasonable

17.WethankyouforyourletterofMay5th\_\_\_\_yourpurchasefromusof5,000tons

ofgreenbeans.（）

A．confirm

B．toconfirm

C．confirming

D．confirmed

18.\_\_\_\_youprobablyknow,aroutinecreditinvestigationistheusualprocedure

beforenewaccountsareopened.（）

A．Because

B．Since

C．As

D．While

19.Weregrethavingtoremindyouthat20%ofthefreightisstill\_\_\_\_.（）

A．paying

B．owning芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 6 页，共 56 页

C．outstanding

D．understanding

20.WehavereceivedyourletterofSeptember12,\_\_\_\_wearegladtoknowthatyou

areinterestedinourelectricheaters.（）

A．which

B．atwhich

C．withwhich

D．fromwhich

**二、填空题（本大题共20小题，每空1分，共25分）**

1.Itisinviewofourlong-standingbusinessrelationshipthatweacceptyourcounter

\_\_\_\_\_\_\_\_\_\_\_.

2.EnclosedisourSalesContractNo.HN768\_\_\_\_\_\_\_\_\_\_\_duplicate.

3.Ifyouinsist\_\_\_\_\_\_\_\_\_\_\_yourprice,wewillhavenowaybutturn

\_\_\_\_\_\_\_\_\_\_\_othersourcesforsupply.

4.WehaveissuedaL/CthroughBankofChinaLondoninyour\_\_\_\_\_\_\_\_\_\_\_for

USD500,000.

5.Wehopethatyou'llpaymoreattention\_\_\_\_\_\_\_\_\_\_\_thequalityofyourgoods

\_\_\_\_\_\_\_\_\_\_\_thefuture.

6.Asyouwillnoteinourcatalog,ourkitchenwareissuperior\_\_\_\_\_\_\_\_\_\_\_any

othercompetingproductsinthemarket.

7.Ifyouareinterestedindealing\_\_\_\_\_\_\_\_\_\_\_usinotherproducts,pleaseinform

us\_\_\_\_\_\_\_\_\_\_\_yourrequirements.芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 7 页，共 56 页

8.Welookforwardtoreceivingyourorderatanearly\_\_\_\_\_\_\_\_\_\_\_.

9.Ourmanufacturersaredoublingtheireffortstokeep\_\_\_\_\_\_\_\_\_\_\_withthe

demand.

10.Shipmentwillbeeffected\_\_\_\_\_\_\_\_\_\_\_30daysafterreceiptoftherelevantsight

L/Cissuedbyabankacceptabletous.

11.Enclosedisourgeneraltermsand\_\_\_\_\_\_\_\_\_\_\_forourinternationaltrade.Itis

adaptedfromthemodelcontractfortheInternationalSaleofGoods.

12.Wewouldaskyoutochangethe\_\_\_\_\_\_\_\_\_\_\_ofpaymenttoD/A60days.

13.TherelativeL/Cshouldbe\_\_\_\_\_\_\_\_\_\_\_byabankacceptabletousonemonth

beforetheshipment.

14.Youmay\_\_\_\_\_\_\_\_\_\_\_assuredthatwewillshipthegoodsbytheendofnext

month.

15.Wearesorry\_\_\_\_\_\_\_\_\_\_\_thetroubletheprinterhascausedyou,butweare

confidentthatitcanbefixed\_\_\_\_\_\_\_\_\_\_\_yourcompletesatisfaction.

16.Oursewingmachinearesellingfast,andtherehavebeennumerousenquiries

\_\_\_\_\_\_\_\_\_\_\_them.

17.Weshallmakeareductionofourprice\_\_\_\_\_\_\_\_\_\_\_5%ifyouincreasethe

quantity\_\_\_\_\_\_\_\_\_\_\_6,000metrictons.

18.Please\_\_\_\_\_\_\_\_\_\_\_L/CNo.357toread“TheL/CwillexpireonMay28,2015in

China”.

19.Theusersareinurgent\_\_\_\_\_\_\_\_\_\_\_ofthemachinescontractedandareinfact

pressingusforanearlydelivery.芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 8 页，共 56 页

20.Yourclaimontheshortageof\_\_\_\_\_\_\_\_\_\_\_thatamountsto1.5tonsinall.

**三、英汉翻译（本大题共10小题，每小题2分，共20分）**

1.Weshouldbegladifyouwouldsenduspatternsandpricesofqualitycottonpiece

goodsavailablefromstock.

2.Wecansayforsurethatourpricesarequitereasonable.Othersupplierscannot

possiblyunderquoteusiftheirgoodsareasgoodasoursinquality.

3.Ifyoufindourofferacceptable,pleasesendusanemailforourfinalconfirmation.

4.Wewouldliketohaveyouofferfor100metrictons,qualitythesameaslast

consignment.

5.Weareenclosingourpro-formainvoiceintriplicateforyourapplicationforimport

license.

6.Ifyoucanreduceyourpricefurtherby3%,wearelikelytoincreasethemarket

share.

7.Theamountspaidunderthiscreditareagainavailabletoyouautomaticallyuntil

thetotalofthepaymentsreachesUS$100,000.

8.I'msorrytotellyouthatweareunabletogiveyouadefinitedateofshipmentfor

thetimebeing.

9.Theinsurancecompaniesareresponsiblefortheclaimasfarasitiswithinthe

scopeofcover.

10.Wearelodgingaclaimontheshipmentex“EastWindforshortdelivery.

**四、汉英翻译（本大题共5小题，每小题3分，共15分）**芝士传媒 × 题源库 www.zhishi360.com...让知识更美味...

第 9 页，共 56 页

1.这笔交易的达成当然不是结束，它仅仅是一个我们之间长期友好业务关系的

开端。

2.在谈判过程中，我们相互增强了了解，这对我们今后的业务很有意义。

3.订货时我们已强调任何延误将无疑增加货物的成本，故此我们不能同意信用

证展期。

4.由于目的地是内陆城市，我们只好安排海陆多式联运。

5.由于订单源源而来，存货即将售完，订购请从速。

**五、撰写英文书信（本大题共20分）**

1.尊敬的先生：

我们在仔细地检查了你方4月15日发运给我们的布料(dressmaterials)后，

对其品质非常惊讶，也非常失望，与你方提供的样品完全不符。这批布料根本不

符合我们客户的需求，因此我们别无他法，只得请你们收回这批货，换成与我们

订单要求的品质相符的布料。如果不行的话，我们就只好取消订货了。

我们不想难为你方，倘若你方能在5月15日前把合格布料运抵我处的话，

我们将非常感激你方的合作，以后也将继续向你方订货。

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第 10 页，共 56 页