

復習テストの解答

第9週

【問題1】 解答例は以下のとおり（ここではテキスト第9週で学習した例文の中に出てくる語句を解答例としてあげておきます）。

1. anniversary
2. as a token of [in token of] my appreciation
3. belatedly
4. celebrate
5. commemorate
6. contribute
7. deserve
8. make every effort (to *do something*) → put in serious efforts または make an effort [efforts] も可。
9. hospitality
10. if you could possibly
11. (be) in charge of
12. (be) impressed by/with *something*
13. introduce
14. invite
15. on business
16. reciprocate; return a favor
17. (be) scheduled to *do something*
18. sincere appreciation
19. spare the time to *do something*
20. take the liberty of *doing something*

【問題2】 解答例は以下のとおり（解答例はすべて第9週で学習した例文です）。

1. Thank you very much for the hospitality you extended to me while I was in New York last week.
2. I shall be most grateful to you for whatever assistance you may be able to give him when he calls on you.
3. I believe the conference was a great success and that you deserve the credit for making it so.
4. We do hope that you will be able to spare the time to share this occasion with us.
5. This is to introduce Mr. Yoshio Tanaka, one of my best friends and a long-

time business associate.

【問題3】 解答例は以下のとおり（解答例はすべて第9週で学習した例文です）。

1. Mr. Yamada is scheduled to fly to the U.S. on business at the end of this month, and wishes to call on you at your office in New York on that occasion.
2. It would be very much appreciated if you would kindly arrange to meet with him either on July 22 or 23, whichever is convenient for you. If neither is convenient, could you please suggest an alternative date by return fax.
3. Once again, thank you very much for everything you did to make my trip to New York both enjoyable and fruitful. I certainly look forward to an early opportunity to reciprocate your kindness.
4. You and your wife are cordially invited to the party, so that we can express our sincere appreciation to you for the generous support you have extended to us for many years.
5. Mr. and Mrs. Taro Yamada request the pleasure of the company of Mr. and Mrs. John Doe at dinner on Friday, the twenty-eighth of October, at seven o'clock.

【問題4】 このレターは空港での出迎え、およびホテルの予約を依頼しているにもかかわらず、到着日時や搭乗便名、および到着空港名が明記されておらず、東京での滞在日数（したがってホテル予約が必要な日と日数）も不明である。したがって、まったくその目的を達していない無駄な通信である。なお、末尾の Looking forward to seeing you soon. はいわゆる分詞構文による結び (participial closing) であるが、これは Mr. Carlos is looking forward to seeing you soon. と書き換える必要がある。全体の添削例は以下のとおり（ただし、この添削例はあくまでも表面的な文法・語法上のエラーのみをチェックしたものであり、実際にこれを出すためには「書き換え例」に示すように全体の文面を調整する必要がある）。

● 添削例

Dear Mr. Yamada:

We are please^{ed} to inform you that Mr. Jose Carlos, Director of^{the} planning department, wish^{es} to visit Japan for^{the} purpose of^{the} business discussion^s with you regarding ~~to~~ the Serra Dos New Town Project.

In this connection, it is requested to kindly meet him ^{at} the airport. Please also make ^a hotel reservation ^{for him}. He will ^{arrive in} leave Brazil ^{Mr. Carlos is} for Tokyo on September 29. Thank you in advance. Looking forward to seeing you soon.

(date of arrival?) (for how many days?)

Sincerely yours,
for your assistance

(which airport?)

● 書き換え例

Dear Mr. Yamada:

We are pleased to inform you that Mr. Jose Carlos, Director of the Planning Department, will be visiting Japan for the purpose of business discussions with you regarding the Serra Dos New Town Project.

He will arrive in Tokyo on September 30 (at 17:30 Tokyo time via JAL 101) and plans to stay there for three days. It would be much appreciated if you would kindly meet him at Narita International Airport. Could you also make a hotel reservation for him for three nights from the date of his arrival?

If there are any problems, or should there be anything you wish to confirm as to Mr. Carlos' visit, please contact us by fax as soon as possible. Thank you very much for your assistance.

Sincerely yours,

【問題5】 解答例は以下のとおり（本文のみ）。

Thank you very much for your letter of (*date*). We are pleased to hear that Mr. Jose Carlos is coming to visit us.

In order to meet him at the airport and to make a hotel reservation for him, would you please let us know the following by fax as soon as possible?

1. Date and time of his arrival.
2. Flight number.
3. Duration of his stay, as well as the number of days for which hotel accommodations will be required.

We presume that Mr. Carlos is arriving at Narita International Airport, but please let us know if this is not the case. Thank you for your information, and we look forward to hearing from you soon. Please also convey my personal regards to Mr. Carlos.