

6 семестр К/р № 1 0801,

ПЯТЫЙ ВАРИАНТ

I. Деловая переписка. Перепишите текст следующего делового письма. Переведите его письменно.

Dear Sirs,

Further to our conversation with your Sales Manager during the Exhibition of the electronic equipment in the Olympia in London we shall be obliged if you send us your quotation for the Model R800 computer.

Please let us know if you can supply us with three computers and quote your best prices. Delivery will be required within two months after we place the order. If you can guarantee prompt delivery and quote really competitive prices we shall be able to place an order with your company.

We are looking forward to hearing from you soon and hope that our future relations will be of mutual benefit.

Yours faithfully,

II. Деловая поездка. Прочитайте реплики собеседников А. и В. Перепишите диалог, расставив реплики А. по смыслу. Переведите диалог письменно.

A.-...

B.- I've booked accommodation for Mr Stepanov from the 14 June.

A.-...

B.- What's the number of the room?

A.-...

B.- Thank you. Where can we buy stamps and envelopes, by the way?

A.-...

Реплики А.: 1.-Just a moment, sir. I'll check the reservation. Right. We can give Mr Stepanov a nice single room with private bath on the third floor. Fill in this check-in card, please: full name, address, nationality, occupation, date and place of birth. 2.- The newsstand is right in front of you. 3.- Good evening, gentlemen. What can I do for you? 4.- 305. The porter will help you with the luggage and take you to your room. Here's your key.

III. Деловые переговоры. Прочитайте реплики собеседников А. и В. Перепишите диалог, расставив реплики В. по смыслу.

A.- Well, Mr Blake, we've studied your offer and your draft contract for the delivery of agriculture equipment.

B.-...

A.- The equipment suits us, we need it very much. We are ready to place a big order. But your prices are too high, I'm afraid. Can you reduce them?

B.-...

A.- We know that the world prices have gone up. But still your prices are too high.

B.-...

0802 Деловой англ. язык

A. - Thank you, Mr Blake.

Реплики B.: 1.- I don't think we can. We've sold the equipment at these prices to many customers this year. 2.- Well, Mr Smirnov, we'll think it over and see what we can do. 3.- What do you think of it?

IV. Составление контракта. Перепишите следующие пункты Контракта. Переведите их письменно.

ARTICLE 7 QUALITY

7.1 The quality of the goods is to be in strict conformity with the technical data of the manufacturing plant and must be conformed by the Certificate of Quality issued by the plant.

ARTICLE 8 ACCEPTANCE

8.1 The goods are to be considered as delivered by the Seller and accept by the Buyer: according to quality stated in Certificate of Quality of the manufacturing plant and according to quantity stated in the waybill.

V. Прочитайте следующий текст. Выпишите из текста предложение, отвечающее на вопрос: Какие юридические процедуры надо выполнить при открытии единоличного частного предприятия?

DIFFERENT FORMS OF BUSINESS ORGANIZATION

Proprietorships, partnerships and corporations have certain advantages and disadvantages. These can be considered using the following criteria: simplicity, ability to raise capital, liability, control, taxation, etc.

Of the three basic forms, the proprietorship is the simplest. The legal procedures for starting a proprietorship are limited to registering the company's name. Going out of business is also very easy: no legal procedures are required. Starting a partnership is less complex than starting a corporation, but somewhat more so than starting a proprietorship. Simplicity has its advantages but it not the only thing to consider when choosing the right form of business organization.

Ways of raising capital are different under different forms of business organization. The source of capital for a proprietorship usually is the owner's own savings and loans from banks. More capital can be raised by bringing partners or by incorporating. The so called venture capital market is another important source of capital for new business.

A major difference among organization forms is the degree to which owners are personally liable for debts of the business. If a proprietorship fails, creditors can claim the owner's property to pay off the debts of the business.