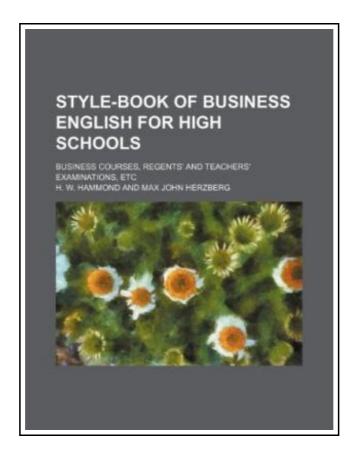
Style-Book of Business English for High Schools; Business Courses, Regents and Teachers Examinations, Etc (Paperback)



Filesize: 2.07 MB

Reviews

It is an awesome book that we have possibly go through. It is actually writter in straightforward words and phrases and not confusing. It is extremely difficult to leave it before concluding, once you begin to read the book.

(Tierra Kunde)

STYLE-BOOK OF BUSINESS ENGLISH FOR HIGH SCHOOLS; BUSINESS COURSES, REGENTS AND TEACHERS EXAMINATIONS, ETC (PAPERBACK)



Rarebooksclub.com, United States, 2012. Paperback. Book Condition: New. 246 x 189 mm. Language: English. Brand New Book ***** Print on Demand *****. This historic book may have numerous typos and missing text. Purchasers can download a free scanned copy of the original book (without typos) from the publisher. Not indexed. Not illustrated. 1914 Excerpt: .not issue commendatory letters on account of possibility of forgery, but authorize departing employees to have references made to them by telephone or by letter. 3. Do not submit original references to prospective employers; send only copies plainly marked Copy. 4. Impersonal letters bearing such address as P. O. Box 96 and others have Gentlemen as salutation on the rule that in language the masculine plural includes the feminine plural and singular of both genders. A salutation in the singular in such instances would exclude the plural of both sexes. Letter of Resignation 499 Third Avenue, New York, December 1, 1913. Me.srs. Wilson Colby, 264 Denver Ave., New York. Gentlemen: Owing to greater opportunity to further my future prospects and to a considerable increase over my present salary, I regret to offer my resignation to take effect January 1, 1913. I fully appreciate the consideration with which I have always been treated by your firm, and express the hope that you will kindly recommend me to my new employers, Messrs. Ingold Lawson of 89 Broadway, this city. Thanking you for your many past courtesies, I am Very respectfully yours, Review Questions for Chapter XII 1 Why is \$5 preferable to \$5 00 ? Is \$5 correct? 2 What is a circular or form-letter? On what occasions is it employed? 3 At what points are blanks to be left in a form-letter? 4 What are some possible objections to a form-letter? 5 What does f. o. b....

- Read Style-Book of Business English for High Schools; Business Courses, Regents and Teachers Examinations, Etc (Paperback) Online
- Download PDF Style-Book of Business English for High Schools; Business Courses, Regents and Teachers Examinations, Etc (Paperback)

Other Kindle Books



Index to the Classified Subject Catalogue of the Buffalo Library; The Whole System Being Adopted from the Classification and Subject Index of Mr. Melvil Dewey, with Some Modifications. (Paperback)

Rarebooksclub.com, United States, 2013. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book ***** Print on Demand *****. This historic book may have numerous typos and missing text. Purchasers can usually...

Read ePub »



Two Treatises: The Pearle of the Gospell, and the Pilgrims Profession to Which Is Added a Glasse for Gentlewomen to Dresse Themselues By. by Thomas Taylor Preacher of Gods Word to the Towne of Reding. (1624-1625) (Paperback)

Proquest, Eebo Editions, United States, 2010. Paperback. Book Condition: New. 246 x 189 mm. Language: English. Brand New Book ***** Print on Demand *****. EARLY HISTORY OF RELIGION. Imagine holding history in your hands. Now...

Read ePub »



Two Treatises: The Pearle of the Gospell, and the Pilgrims Profession to Which Is Added a Glasse for Gentlewomen to Dresse Themselues By. by Thomas Taylor Preacher of Gods Word to the Towne of Reding. (1625) (Paperback)

Proquest, Eebo Editions, United States, 2010. Paperback. Book Condition: New. 246 x 189 mm. Language: English Brand New Book ***** Print on Demand *****. EARLY HISTORY OF RELIGION. Imagine holding history in your hands. Now you...

Read ePub »



Kindergarten Culture in the Family and Kindergarten; A Complete Sketch of Froebel's System of Early Education, Adapted to American Institutions. for the Use of Mothers and Teachers (Paperback)

Rarebooksclub.com, United States, 2012. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book ***** Print on Demand *****. This historic book may have numerous typos and missing text. Purchasers can download...

Read ePub »



A Kindergarten Manual for Jewish Religious Schools; Teacher's Text Book for Use in School and Home (Paperback)

Rarebooksclub.com, United States, 2012. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book ***** Print on Demand *****. This historic book may have numerous typos and missing text. Purchasers can download...

Read ePub »



The Well-Trained Mind: A Guide to Classical Education at Home (Hardback)

WW Norton Co, United States, 2016. Hardback. Book Condition: New. 4th Revised edition. 244 x 165 mm. Language: English . Brand New Book. The Well-Trained Mind will instruct you, step by step, on how to

Download Book »



Bully, the Bullied, and the Not-So Innocent Bystander: From Preschool to High School and Beyond: Breaking the Cycle of Violence and Creating More Deeply Caring Communities (Paperback)

HarperCollins Publishers Inc, United States, 2016. Paperback. Book Condition: New. Reprint. 203 x 135 mm. Language: English . Brand New Book. An international bestseller, Barbara Coloroso s groundbreaking and trusted guide on bullying-including cyberbullying-arms parents

Download Book »



How to Make a Free Website for Kids (Paperback)

Createspace, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****. Table of Contents Preface Chapter # 1: Benefits of Having a Website Chapter

Download Book »



Mass Media Law: The Printing Press to the Internet (Paperback)

Peter Lang Publishing Inc, United States, 2013. Paperback. Book Condition: New. New. $251 \times 175 \,$ mm. Language: English . Brand New Book. Digital media law is now the dynamic legal territory. Mass Media Law: The

Download Book »



Stories of Addy and Anna: Japanese-English Edition (Paperback)

Mohd Shahran Bin Daud, United States, 2015. Paperback. Book Condition: New. Siti Haziqah Samsul (illustrator). 244 x 170 mm. Language: Japanese . Brand New Book ***** Print on Demand *****. This book is bilingual (Japanese-English) edition.

Download Book »