

# 公共英语3级写作范文\_公共英语1级写作范文：感谢信

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Directions:

While your family was on vacation, your friend, Mary looked after your dog, Smart. Now you came back, write a letter to her to show your gratitude.

Your letter should be no less than 100 words. You dont need to write the address. Dont sign your own name at the end of the letter; use Li Ming instead.

Dear Mary,

I am writing to express our heartfelt thanks for your taking good care of Smart while we were on holiday.

He was such a happy dog when we got home. We knew he must have had lots of loving attention. When we picked up him from the kennel in your home he would whimper and carry on for hours.

You not only saved us some money, but also spared us the worry about him while we were away. Your kind help is very appreciated, not only by Smart, but also by our whole family as well. Please accept our thanks again.

Yours sincerely,

Li Ming

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