# 英语贺信作文范文及翻译(优选20篇)

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*英语贺信作文范文及翻译 第一篇Congratulation letter I warmly congratulate you on winning the first prize in the English competition for...*

**英语贺信作文范文及翻译 第一篇**

Congratulation letter I warmly congratulate you on winning the first prize in the English competition for middle school students in the Olympic Games. I know your English has always been very good, you often get our English teacher\'s praise, and always in our class first, so I\'m surprised that you can become the champion of this competition. However, in my opinion, this competition is very difficult, so I admire you more and more, and I would like to express my heartfelt congratulations to you again.

中文翻译：

祝贺信我最热烈地祝贺你获得奥运会中学生英语竞赛一等奖。我知道你的英语一直很好，你经常得到我们英语老师的称赞，而且总是在我们班的第一名，所以我很惊讶你能成为这项比赛的冠军比赛不过，在我看来，这场比赛非常艰难，所以我越来越敬佩你再次向你表示衷心的祝贺。

**英语贺信作文范文及翻译 第二篇**

Congratulations! I\'d like to extend my warmest congratulations to you on winning the first prize in the English competition for middle school students in the Olympic Games. I know your English has always been very good, you often get our English teacher\'s praise, and always in our class first, so I\'m very surprised that you can become the champion of this project. However, in my opinion, this competition is very difficult, so I admire you more and more, and I would like to express my heartfelt congratulations to you again.

中文翻译：

祝贺信我向你表示最热烈的祝贺，祝贺你获得了奥运会中学生英语竞赛一等奖。我知道你的英语一直很好，你经常得到我们英语老师的称赞，而且总是在我们班的第一名，所以我很惊讶你能成为这个项目的冠军比赛不过，在我看来，这场比赛非常艰难，所以我越来越敬佩你再次向你表示衷心的祝贺。

**英语贺信作文范文及翻译 第三篇**

Dear Vicky,

I was very happy to learn that you have won the award of the Top-10 Students of the year , and I would like, on behalf of all our classmates, and in my own name, to express to you my warmest congratulations.

I\'m sure the whole class and our teachers will applause you for your achievements.

You are worthy of the award!

As we all know, you have always been a hardworking student and conse quently achieved excellent records in almost all the subjects.

Additionally, you are such a competent chairman of the Student Union that you have devoted yourself to the benefits of the students and have done a lot for us.

No wonder now you are reaping the deserved reward.

As your friend, I am also proud of the honor you have won, and I\' 11 try my best to learn from you in future.

Wish you greater progress.

Yours truly,

Wen Xin

**英语贺信作文范文及翻译 第四篇**

Dear Sandy,

I offer my warmest congratulations to you for receiving the first prize of The Olym///picpetition for the middle school students. I know that you are always good at English. You often win the praise of our English teacher and always in the first place of our class. So I’m surprise at all that you become champion for this competition. However, in my mind, this match is very difficult. So I becomemore and more admire you. Sincere congratulation to you again.

Best wishes,

Mandy

亲爱的桑迪，

我表示热烈的祝贺你获得了中学生奥林匹克英语竞赛的.一地一等奖。我知道你的英语一直都很好。你经常赢得我们的英语老师的表扬而且在班里总是第一。所以我一点都不惊讶在这个竞赛中你会成为冠军。然而，在我看来，这竞赛是很困难的。所以我越来越佩服你了。真诚的祝贺你。

**英语贺信作文范文及翻译 第五篇**

Congratulations on your appointment as deputy manager of an import and export company. You are efficient and dit. I believe you can do well in the company.

I hope everything goes well for you. I hope you can get the news of your promotion as soon as possible.

中文翻译：

祝贺你被任命为一家进出口公司的副经理，你工作效率高，工作勤奋，我相信你能在公司里做得很好。我希望你一切顺利，我希望你能尽快得到升职的消息。

标签：

**英语贺信作文范文及翻译 第六篇**

XXXX students:

In this hot summer season, the good news for you to be accepted by xxxxx University. We feel very happy. Here, give you the warmest congratulations!

You from primary school to high school, experienced twelve studying hard, positive, work hard, overcome difficulties, especially to overcome family economic difficulties. You have not failed to live up to the expectations of parents, schools, friends and friends, and finally the dream of going to college. In the primary stage of life, a good period is made.

But it is only the first step, the road ahead will be even longer and more arduous. After the summer vacation, you will step on the new mileage and enter the University. This is also a very important stage in life.

I hope you can adapt to the learning and living environment of the University as soon as possible. More diligent and hard learning, lay a solid foundation for life, set up the correct world outlook, outlook on life, values and honor and disgrace, and become a healthy, healthy, virtuous, knowledgeable and talented person.

I hope you will have lofty ideals and firm belief, study harder, learn knowledge skills, cultivate skills in all aspects, and contribute to the motherland and the people in the future.

I hope you will be responsible and grateful. You have today, first of all is to feed your parents training followed by bear bitter hardships, primary and secondary school teachers as hepatobiliary for you Lek\'s teachings, there are a large number of students and alumni help, these will remain in your memory. To be worthy of his own, worthy of the parents, worthy of the alumni of the students, worthy of the Qing Hua feeling.

**英语贺信作文范文及翻译 第七篇**

祝贺信是指为了祝贺生意上的朋友高升或得奖而发出的信，虽然是写给个人的，却和一般朋友间的通信大不一样。它会影响你今后业务的开展，使彼此间可能形成一种微妙的亲密关系。下面整理了一篇祝贺信英语格式，希望对您有帮助~

祝贺信英语格式

Dear Mr. Haskel

Congratulations on your recent promotion to head the Marketing Department of California Metals.

My fellow managers and I are delighted that your work in the marketing field has been recognized this way and we join in sending you our very best wishes for the future.

Through the five years of working together with you, many of us well aware of how much you\'ve contributed to the association between our two corporations. We are all looking forward to

your trip to China next month when we will celebrate your advancement in a more formal way.

Again, congratulations to you, Mr. Haskel - good luck and good wishes on your new position as Director of Marketing Department.

Cordially yours

(Signature)

Lin Daming

Marketing Director

Beijing New Metals

在这封祝贺信中，写信人一开头就开门见山的祝贺收信者晋升，然后又详细写明自己对对方工作的欣赏、成就的肯定。在信件结尾的部分，写信人用口语化的语气再次祝贺对方的晋升，并以此结束信件。这就是一封祝贺信的范例啦，“煽情”的部分可以自由发挥，但是一定要真情实感，太过夸张地表达也是要不得的哟!

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**英语贺信作文范文及翻译 第九篇**

各位可爱的同学：

考题为应用文写作，所以要注意：

1.条理清楚，按照下列老师所列每种应用文的格式把内容写完整。

2.可以先用中文把提纲要求包含的信息都写下来，再翻译成英语。这样可以确保

不会把应该包括的信息漏掉。

3.不要写错误的单词，宁可用简单易懂的`单词代替，注意卷面清洁和工整。

预祝大家都考上心仪的学校，制定好复习计划，按部就班，调整好心态好好复习，

你的心愿一定能实现，人生该吃苦该拼搏时就要拼搏!各位加油!

一. 祝贺信(Letter of Congratulations)：

祝贺信的写作与普通信件没有什么大区别，但应注意：

1. 必须包括对收信人的称谓。

2. 必须包括对收信人的祝贺。

3. 必须包括写信人的姓名。

4. 措词真诚、轻松愉快，切忌言过其实。

Sample:

Dear Guojun,

I heard that you graduated with high honors from Southeast University last month. I

know that all your family must be very proud of you, and as your friend, I feel the

same.

I wish you greater and more brilliant success in your studies and work in the future.

With best wishes.

Yours sincerely,

Qi Zi

**英语贺信作文范文及翻译 第十篇**

A congratulatory letter should follow the following principles: the purpose of the letter is to assure your reader that he or she deserves special recognition and praise. The letter should be short and only the message is most effective without business. The whole message should have a positive and conversational tone.

Please be sure to send this letter within a few days. If the information is delayed, your efforts will be worse than no efforts at all. Dear Mr.

Haskell, congratulations on your recent promotion to the position of marketing director of California Metals Corporation. I and I are very glad that your work in the field of marketing has been so recognized, and we wish you the best, I wish you continued to move forward in your five years of working with you. Many of us are well aware of your contribution to the relationship between our two companies.

We are looking forward to your visit to China next month, when we will again celebrate your promotion in a more formal manner. Congratulations, Mr. Haskell, good luck and best wishes on your new position as director of marketing, To (signature) Lin Daming, marketing director, Beijing new metal.

中文翻译：

贺信要遵循以下几个原则：写信的目的是让你的读者确信他（她）应该得到特别的认可和赞扬，这封信应该简短，只有这些信息在不经商的情况下才是最有效的。整个信息应带有积极和对话的基调。请务必在几天内寄出这封信，如果延迟传递信息，会使你的努力比完全不努力更糟糕亲爱的哈斯克尔先生，恭喜你关于你最近被提升为加利福尼亚金属公司市场部的主管，我和我很高兴你在市场营销领域的工作得到了这样的认可，我们一起向你致以最良好的祝愿，祝你在与你共事的xx年中继续向前迈进，我们很多人都很清楚你为我们两家公司的关系所做的贡献，我们都期待着你下个月的中国之行，届时我们将再次以更正式的方式庆祝你的晋升，祝贺你，哈斯克尔先生，祝您在新的市场部总监职位上好运并致以良好的祝愿，谨致（签名）林大明营销总监北京新金属。

**英语贺信作文范文及翻译 第十一篇**

Dear Mr. White:

I have just read in this morning\'s Times that you have been made Sales Director Kee

Co., Ltd.

Congratulation on your promotion. Knowing you as I do, this will not be the last

promotion you get. I look forward to the day when you are in the top job.

My very best good wishes.

Yours faithfully,

Tony Smith

Chief Buyer

Dee Co., Ltd.

Dear

It was with great pleasure that I read of your promotion

to the position of (position) with (name of firm)

I am sure your firm has made a very wise choice and that

you will excel in your new role as (position)

Please accept my congratulation on your promotion and my

very best wishes for your continuing success.

Dear

Congratulations on your recent promotion to (position)

I know how hard you have worked to earn the recognition

you presently enjoy at (name of firm) , and I feel that

they are very wise in having made their choice.

Please accept our best wishes for your success in your

new position.

**英语贺信作文范文及翻译 第十二篇**

Dear sir, thank you very much for your appreciation. In fact, you have paid a lot for my honor. I will always remember that I will continue to work hard and hope to make greater progress with your great help.

Thank you and sincerely wish your life full of glory and love.

中文翻译：

亲爱的先生，非常感谢您的赏识，事实上您为我的荣誉付出了很多，我将永远记住，我会继续努力，希望在您的大力帮助下取得更大的进步谢谢您，并衷心祝愿您的生活充满光彩和爱。

**英语贺信作文范文及翻译 第十三篇**

当朋友有了喜事，如结婚、高升、获奖的时候，你可以向他写出一封祝贺信，表达你的祝福与恭贺。

Mechanical Engineering Departrnent

Dalian University of Technology

Dalian 116023

Liaoning, China

November 28,

Mr. Wang Ximing

Mechanical Engineering Department

Massachusetts Institute of Technology

Cambridge, Mass. 02139

Dear Mr. Wang,

Thank you for your letter of November 3,1999. I am sorry not to have written back earlier but time seems to pass so quickly.

I learnt from your letter that you had received your master‘s degree. I would like to congratulate you on your splendid success.

In this letter I am bringing you a piece of good news: your wife gave a birth of a boy last week and she is in good health now. The baby weighed eight jin at birth. Yesterday my wife and some other neighbors went to the hospital to see your wife and to congratulate her on the birth. She told them that she had been nursed with the best care since she was in hospital.

Now I‘m taking the Visiting School Test in Beijing. If I pass the examination, I‘ll leave for America soon. If not, I‘ll wait for another chance. I‘ve never been to the , and I know little about the institutions and customs there. I hope that you will write to me and tell me more about them.

With best regards to you and your classmates.

Yours sincerely,

Zhang Jiao

**英语贺信作文范文及翻译 第十四篇**

Dear Mr. Wang,

Thank you for your letter of November 2, I am sorry not to have written back earlier but time seems to pass so quickly.

I learnt from your letter that you had received you masters degree. I would like to congratulate you on your splendid success.

In this letter I am bringing you a piece of good news：your wife gave a birth of a boy last week and she ins in good health now. The baby weighed eight jin at birth. Yesterday my wife and some other neighbors went to the hospital to see your wife and to congratulate her on the birth. She told them that she had been nursed with the best care since she was in hospital.

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With best regards to you and your classmates.

Yours sincerely,

Zhang Jiao

**英语贺信作文范文及翻译 第十五篇**

Dear bill, I am very glad to hear from you. I know that you have won the scholarship of Yale University, which is a great achievement of your contribution to you. But at the same time, I think it is your efforts and persistence that make you succesul, because you have been working hard all the time.

On the way to your dream, I hope you can persevere and make greater progress in your study. I believe you can do it Yes, I\'m glad to receive your next good news. I\'m looking forward to your news, your Wang Lin.

中文翻译：

亲爱的比尔，我很高兴收到你的来信，我知道你获得了耶鲁大学的奖学金，这是你对你所做贡献的巨大成就，但同时我认为是你的努力和坚持使你成功，因为你一直在努力工作，在通往梦想的路上，我希望你能坚持下去在你的学习上取得更大的进步，我相信你能做到，我很高兴收到你的下一个好消息我期待着你的消息，你的王林。

**英语贺信作文范文及翻译 第十六篇**

Dear Peter,

I would like to express my congratulations to you on your receiving the first prize of “Chinese Bridge” Chinese speech contest. I know that you were not good at Chinese at first. However, you practiced speaking Chinese every day. As the saying goes, “Everything comes to him who waits”. Finally, you succeeded! In my mind, this match is very difficult for a foreign student.

So I’m so surprised that you become champion of this competition. If you go on studying Chinese harder, you will have the opportunity to study in China. At last, I hope to see you and communicate with each other.

Sincere congratulations to you again!

Yours,

Li Hua

**英语贺信作文范文及翻译 第十七篇**

Dear Tom, happy birthday to you, my dear friend. If I remember correctly, the day after tomorrow will be your birthday. I remember very clearly, because I remember how much you helped me in the past three years.

You are the kindest person I know. Our friendship will always belong to you, Lihua.

中文翻译：

亲爱的汤姆，祝你生日快乐，我最亲爱的朋友，如果我没记错的话，后天就是你的生日我记得很清楚，因为我记得你在过去xx年里给了我多大的帮助你是我所知道的最善良的人，我们的友谊永远属于你，丽华。

**英语贺信作文范文及翻译 第十八篇**

Congratulation letter I warmly congratulate you on winning the first prize in the English competition for middle school students in the Olympic Games. I know your English has always been very good, you often get our English teacher\'s praise, and always in our class first, so I\'m surprised that you can become the champion of this competition. However, in my opinion, this competition is very difficult, so I admire you more and more, and I would like to express my heartfelt congratulations to you again.

中文翻译：

祝贺信我最热烈地祝贺你获得奥运会中学生英语竞赛一等奖。我知道你的英语一直很好，你经常得到我们英语老师的称赞，而且总是在我们班的第一名，所以我很惊讶你能成为这项比赛的冠军比赛不过，在我看来，这场比赛非常艰难，所以我越来越敬佩你再次向你表示衷心的祝贺。

标签： 重要

**英语贺信作文范文及翻译 第十九篇**

Dear Mr. Li：

I learned from Wang Ying that you were graduated with high honors from Huabei University yesterday. I can well imagine how proud of you your parents are now， who have been anxiously hoping to witness your brilliant success. As I understand， you will continue studies in the United States soon. I wish you greater success in your studies and research work.

With best wishes.

Yours sincerely，

Tom亲爱的李先生：从王英处得悉你以优异的成绩毕业于华北清华大学，我可以想像，你的父母现在是怎样地引以为荣。他们一直殷切地希望你获得辉煌的成就。我听说你不久要到美国去继续深造。预祝你在学习和研究工作上取得更大的成就。

**英语贺信作文范文及翻译 第二十篇**

Dear Mr. Barton：

As the New Year is quickly approaching， I take this opportunity to send my greetings and best wishes to you for 20\_.

I hope that the coming year will bring a further increase in exchange of culture between our two countries and we look forward to continued friendly relations with you.

Yours faithfully，

Tom亲爱的巴顿先生：值此20\_年即将到来之际，我谨向你致以最良好的祝愿和问候。

我希望，在新的一年里我们两国之间的文化交流有进一步的增加，并希望我们与你们之间的.友好关系继续下去。

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