# 小学生英语邮件范文(优选25篇)

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*小学生英语邮件范文1Dear Mr. President，As a regular student at our college， I have some complaint to make about the canteen servic...*

**小学生英语邮件范文1**

Dear Mr. President，

As a regular student at our college， I have some complaint to make about the canteen service on campus.

Firstly， the canteen environment is very bad. Actually， it is becoming more and more crowded and noisy with an ever larger presence of vocational students every term. Secondly， the canteen workers are bad-mannered. Far from being warm and kind-hearted， they always seem to be cold and rude to us students. Thirdly and most importantly， the dishes at our canteen are too expensive， though they are by no means good quality or delicious. The survey the Student Union carried out last week reveals that on average a student will spend 10 to 12 yuan on meals every day. This is for more than the food expenses of students in the neighborhood colleges.

Nutritious and delicious meals well within the students\' means are very important for young students. I really wish measures could be taken to improve our canteen service.

**小学生英语邮件范文2**

Dear Mother,

How are you in Beijing? It has been ten days since you went to Beijing. I miss you very much. I know it is dangerous to take care of SARS patients, so I\' m very worried about you. But I\' m very- proud of you.

Don\' t worry about me and my study. Every morning I get up early and do morning exercises for half an hour, and then I read English for twenty minutes. After breakfast at about eight I turn on TV and get ready for lessons on it. In the afternoon, I usually do my homework. Every day the teacher makes a call to me and asks me about my temperature. I think all the people around me are taking good care of me. I\' m thankful.

Now the people in the country are fighting against SARS together. I believe we can win the war.

I wish you healthy! I\' m expecting you to come back soon.

Yours,

Nannan

**小学生英语邮件范文3**

Dear Laura，

This is exciting news. Congratulations to you. I believe that new home will bring you a better livingenvironment，and make your whole family more laughter. If there\'s anything I can do，please tellme. I will do my utmost to help you. My wife and I will attend the party on time.

Yours，

Lynn

**小学生英语邮件范文4**

Dear dad and mum,

I have been very happy in the school. Sometimes, at night I cry in the bed because I miss you very much. You always say “Learn well and I will be happy.” So I work hard in the school every day. After class I play with my classmates. We skip rope, play cards and ball and so on. I spend a lot of time doing my homework. After lunch we have to do Kumon. When I finish, I play Pingpong with my friends. Then I spend some time reading my English notes. At six o’clock I have my evening class. Then I have my evening snack at twenty past seven. After that, I have some free time. At eight o’clock, I go to bed. This is a day in the school. Mum, you always tell me “Happiness is very important in our life.” So I want to be happy every day. If you are not happy, call me please.

Yours,

Laura

**小学生英语邮件范文5**

上海欣侨交家电有限公司是国际家电品牌的代理运营公司，专为集团采购、礼品采购、政府采购提供方案。作为瑞典空气净化机“Blueair^v^品牌，“Luftrum 瑞际”车载空气净化器和“CUORI卓力”;;以及澳大利亚的小家电“Breville铂富”品牌的上海总经销商, 在上海一流百货商场及电器专卖场均设有零售专柜。

公司沿革：

上海欣侨交家电有限公司成立近二十年。公司除了“飞利浦”小家电、日本索尼摄像机、东芝背投电视、夏普影视产品、GE、惠而浦白色家电等著名家电品牌的代理运营商，曾参与了上述品牌在上海市场产品推广、销售、品牌提升等的策划及实施，在各重要环节中的贡献均得到过品牌商一致肯定,被“飞利浦”公司定级为“白金经销商”。现还与国外知名的一线品牌合作，目前已与澳大利亚厨房家电第一品牌“Breville铂富”，瑞典“Blueair布鲁雅尔”“CUORI卓力”品牌以及瑞典“Luftrum瑞际”品牌合作。

运营现况(授权经营项目)

1.瑞典“Blueair布鲁雅尔”(瑞宝)空气净化机;

2.澳大利亚“Breville 铂富”生活小电器，包括咖啡机、搅拌/榨汁机、电水壶、电烤箱、电烤盘等;

3.全球专业熨烫的佼佼者“CUORI卓力”熨烫挂烫机;

4.瑞典 “Luftrum瑞际”车载车载净化器.

价格及服务:

作为总代理，各品牌资源的供应链无多余环节，提供的产品不但最具市场性价比，而且型号最全、上市最快、特价电器商品最多。特别对企业小家电礼品团购有特定的价格系，同时提供超值的售后服务。依

赖与品牌售后服务并行的自有 售后系统为消费者提供他人难以启及的快捷售后咨询及上门服务响应，使您的选择具有超值性。

**小学生英语邮件范文6**

Leaders, Members:

My name is Liyuanyuan. I\'m a boy and I am 12 yeas old, there are 4 people in my family. My father is a Chemistry teacher. He teaches chemistry in Zhengxin senior high school.

My mother is a Chinese teacher. She teaches Chinese in the university. I have an elder brother; he is a junior middle school student and is preparing for the entrance exam.

I\'m tall and I have a pair of big eyes. Now, I am in Grade 5, my study is not very good, but I like English, so my English is better than others.

I like singing, drawing, playing basketball. I like to read English story books in my free time. Sometimes I surf the Internet and download the English study materials. Because it also enlarges my vocabulary words. I think one day I can master English. Thank you.

**小学生英语邮件范文7**

Dear Sandy,

I offer my warmest congratulations to you for receiving the first prize of The Olym 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

**小学生英语邮件范文8**

Dear Cindy

There are many rules at my home,but I like these they are good for morning I have to get up at half past I must do exercise before I go to get cant play with my friends becauseI must do my homework can watch TV,but I must finish my I have to go to bed before 9: very happy.

Yours

Zhao Liang

**小学生英语邮件范文9**

Dear Mary,

I’d like to invite you to join us for a visit to the nearby nursing homenext Saturday for the Double Ninth Festival. It is the day for the elderly inour culture.

We’ll go and make dumplings and cakes with the elderly people there. We’llalso spend some fun time together singing, dancing and playing games, which wehope will make them happy. We should be back around 4 o’clock in the you are able to come with us, please let us know and we’ll wait for you atthe gate at 9 in the morning.

Looking forward to your reply.

**小学生英语邮件范文10**

Leaders, Members:

Hello, everyone.

My name is XXX. You can call me Andy in English. I\'m from Tieling elementary school. I\'m in Grade 2 Class 1. I\'m seven years old. As you can see, I have big eyes and round face. I am not very tall but I am very strong and smart.

I was selected by my classmates to be the monitor. Now I am in charge of the whole class to help my teacher. I like this position and I will do my best to make our class better.

I know why my classmates selected me to be the monitor, because I am very caring and understanding, I am organized and responsible, additionally I am not selfish,not like lots of children do at present. I feel very happy when I help others.

I learned all these virtues from my mom and dad. They both are very nice persons. I am proud of them, besides they are nice, my mum is beautiful and my dad is handsome. I love them very much.

I like English. Sometimes I talk with my mom in English. My mom helped me a lot in learning English. I like singing, dancing and drawing. My favorite colors are blue and green. These two colors make me think of the sky, ocean and forest. I want to grow up to be a man with broad mind like the sky, to be a deep thinker like ocean and an active protector for others like forest. Thank you!

**小学生英语邮件范文11**

How time flies! I have studied in my school for three years. And I willgraduate from middle school in a month. I am eager to share my happiness andsadness with you.

I had so many memories in three years’ life. One of them impressed me verymuch. I still remember, when I began to learn English, I found it too matter how hard I tried, I still couldn’t do well in it and almost gave itup. As soon as my English teacher found my problem, she had a talk with me abouthow to learn English well. Since then, she has kept helping me. Little bylittle, I’ve become interested in English and I’m good at it. I think I am solucky to become one of her students. I’ve learned a lot from her.

I will try to help others when they are in trouble. I think it is a happything to help others.

**小学生英语邮件范文12**

Dear Laura，

Hearing this news，I am also very happy for you. I know you are very satisfied with that village，and the environment is really good. The traffic is so convenient that you can save a lot of time. It isnear the school for children. I think it very good to live there. We will attend your party on time.

Yours，

Lynn

**小学生英语邮件范文13**

Dear Mr. Seaton，

Thank you very much for taking me with you on that splendid outing to London. It was the first time that I had seen the Tower or any of the other famous sights. If I\'d gone alone, I couldn\'t have seen nearly as much, because I wouldn\'t have known my way about.

The weather was splendid on that day, which I thought was rare. I still remember some people told me that in Britain there was weather and no climate. During the same day, it might snow in the morning, rain at noon, shine in the afternoon and be windy before the night falls. So I think I was lucky.

I think the river trip was the best thing of all. London really came alive for me as we saw it from the Thames during that wonderful journey down to Greenwich. It was all tremendously exciting - a day that I shall never forget.

Thank you for giving me such a great birthday treat.

Yours sincerely,

Linda Chen

**小学生英语邮件范文14**

I have been good at school. I often think of you when I go to bed because we always go for a walk before go to bed at home. So I miss you everyday.

Do you miss me? Why don\'t you call me? I\'ve got a lot of things to tell you.

One of the things is about foreign teacher\'s daughter. Her name\'s Skyler. She lives in Canada. She comes to our class to learn Chinese and English with me in my class.

This afternoon, when it was art and craft class, our class were cleaning the gymnasium. And she did it with us too. So I usually talk to her when she doesn’t know what to do? But when the class is over, I always haven\'t got enough time to talk to her. And I usually can\'t find her. So we don\'t have time to introduce to each other. But it is the first time that I have a foreign student. So I\'m very happy!

Mum, you often tell me, ^v^If you are happy, I\'ll be happy, too.^v^So you have to be happy, because I\'m happy! I like you when you are happy!

In the end, I wish you everything is just fine!

Yours,

Sophia.

**小学生英语邮件范文15**

上海优周电子科技有限公司坐落于上海浦东新区周浦镇智慧产业园区，公司成立于20xx年，是一家专业致力于安防产品研发、制造及销售为主的生产型企业。

上海优周是一家拥有完全自主开发能力和生产能力的企业,产品涉及防盗报警控制器、红外探测器、周界防范产品、烟雾报警器、燃气泄漏报警器等。虽起步较晚，但优周人依靠上海其得天独厚的地理位置和资源优势，一开始就以高科技、新产品、新技术主打市场，坚持以认真求实的态度对待所有的客户，以“诚信务实、客户至上”为企业宗旨，始终坚持“以人为本”的管理理念，立志于为安防行业和客户提供各类优质产品和技术服务。

优周人注重科研开发，成立至今每年投入大量资金，与国内先进科研机构长期合作，短期内拥有多个型号的产品专利及各种质量认证;优周人注重品质管理，每个方案无不经过相关部门反复优化筛选，严密测试，以确保每一款产品的安全、稳定;优周人注重技术创新，其自主创新的红外温度补偿技术，使产品的灵敏度、稳定性得到了质的飞跃，以及有线探测器带线插拔式安装方式使其安装简单方便，得到了众多工程商的认可;优周人更注重优质服务，时刻关注客户的需求，一切从客户需求出发，以客户满意结束!

公司始终坚持走专业化、标准化发展道路，同时秉承自主创新、科学发展模式，奉行与客户共同进步的双赢发展战略，不断超越客户期望，实现公司长远战略目标与社会价值。

展望未来，优周科技将继续坚持以“优秀的产品与周到的服务”为核心，清晰的展现发展蓝图!我们相信有您的支持我们会做的更好!

**小学生英语邮件范文16**

Dear Paul,How was I to know that you were watching me sleep? I awoke to see you laying there and just then, you smiled and said hi and that just melted me. I wish with all of my heart that I could wake to your beautiful eyes for the rest of my hated to leave but as I have told you, I left a big part of me with you. It is yours now so, take care and tread lightly. I wish that I could be with you now as you face so many struggles, but know that I am there in spirit and am praying for everything to work out for you. No matter where this life takes us, together or not, know that you and your girls will always be in my heart and ^v^my favorite.^v^ Love always,Amanda

**小学生英语邮件范文17**

Dear Dennis,

I\'m your classmate, and would like to talk something about our class. I think it would be impolitely to talk loudly in the halways, eat snacks in class and drop litter on the floor, and cut in line when getting on the school bus. also I think it\'s politely to say ^v^hello^v^ to our teachers and our you think about my suggestions ? and I hope we can do it together from now on.

Best regards

xxx

**小学生英语邮件范文18**

\*\*市烟草公司物流中心内部沟通会议于20xx年2月22日在上西烟草公司临时办法点物流中心帐篷内召开，物流中心林玉相、仲勇、李春梅、周德林、李凌、向颖、尹林共计7人参加了会议。

会议上物流中心储配部、送货部两个部门对近期的工作进行了相互沟通，对存在的工作不足提出了合理化建议，进一步促进了卷烟配送工作，化解了

部门之间的误会和矛盾。

一、储配部提出送货工作存在的不足

1、物料使用不规范，封口胶布、封口机、纸箱随意乱抓、乱放。

2、出货流程简化，主要是送货员卷烟出库后没有履行签字确认手续。

3、不爱护库区环境卫生，出货时乱丢生活垃圾，影响了环境卫生。

4、送货员野蛮装卸，导致出现残损卷烟。

5、库区通道因出货车辆安排不当，导致通道堵塞，影响粮库工作。

6、寄库卷烟流程不畅。一是当天送货线路一车未出完的卷烟临时存放流程。二是提取寄库卷烟时间与保管员上班时间有冲突。

7、青川竹园线路卷烟出库时的装卸责任不明确。

二、送货部提出储配工作存在的不足

1、出货时间较晚，影响送货时间。因为是夏季天气炎热，加上送货量较大，送货工作存在高温隐患，所以希望出货时间提前，避开送货员高温时间。

2、分拣差错率较大。一是卷烟拼箱时不规范;二是分拣纸箱上客户姓名写错;三是品种分拣错误。

3、分拣卷烟卫生差，卷烟分拣纸箱内装的有费纸、鸡蛋壳壳等垃圾，客户意见大。

4、卷烟出库现场混乱，送货员、搬运人员意见大，希望按照议定顺序出货。

5、残损卷烟增多，希望卷烟出库时发现的残损卷烟能及时给予调换，提高客户满意度。

6、保管员工作态度生硬，办理寄退库业务缓慢。

三、会议决议

经参会人员研究讨论，并一致同意，形成以下决议：

1、履行卷烟出库签字手续是送货、储配两个部门的职责，送货员领货签字，没有履行签字手续将作待岗处理;分拣出货员督促检查，发现没有履行签字手续的应及时与送货部沟通联系。

2、由于封扣胶、封口机、纸箱都属于国家财产，所有工作人员领用必须履行领取手续，严禁私自在库区内随意取用。

3、分拣仓库严禁非储配人员入内。卷烟出货时，分拣出货员按照分拣顺序叫送货员，然后由搬运人员在送货员的指引下将卷烟运送到每个送货车辆前。

4、当天需要二次出货的卷烟，需要送货员标明寄库包数后由搬运人员推回车间寄存。提取寄存卷烟时，应在分拣出货员的带领下出货。做到责任层层分明、环环相扣。

5、库区的环境卫生需要大家保持，共同维护库区环境卫生，严禁工作人员在库区内吃东西，破坏环境卫生。

6、卷烟是易损耗商品，要求各环节搬运卷烟时都要做到轻拿轻放，严禁野蛮装卸，并互相监督，奖惩斗硬。送货员在出货清点卷烟时发现残损卷烟，储配部应及时给予调换，尽量杜绝残损卷烟送货到户。

7、提高分拣准确率，尽量减少分拣差错。一是严格按照拼装标准缠绕、装箱;二是减少卷烟品种分拣错误;三是杜绝分拣纸箱上客户姓名写错，送货发现差错时，送货员应将写错纸箱带回交储配部备查;四是杜绝分拣纸箱内装除卷烟外的其他异物，给客户带来不良印象。

8、卷烟转货必须给车辆打封签，否则出现差错责任自负。保管员不打封签，驾驶员可以不转货。

9、竹园、三区邮政的卷烟由储配部搬运人员装车，并打好封签。

10、由于分拣收货人员下班时间晚，出货时间无法提前，仍然按照原来早上8点时间为准。

9、各部门做好员工的思想教育工作。一是正确对待送货员发放瓶装水事件;二是各岗位服务内部环节时的服务态度问题。

10、各部门加强对员工的安全教育，时时拉紧安全这根弦，处处提高安全防范意识，再苦再累也要保证送货安全、储配安全。

**小学生英语邮件范文19**

公司简介：

其意义在于：

一服务于国内优质食品生产企业，挖掘具有创新意识的企业带头人，帮助具备社会责任感的优质企业完成品牌文化建设;

二服务于淘宝众多卖家，提供优质稳定货源，打造可持续发展的品质店铺，避免沦入价格竞争红海; 三服务于消费者，提供安全、健康、营养食品的品质保障。

团队简介：

公司拥有一支由高学历、高素质人才组成的创业团队，其领路人毕业于清华大学。作为国内首批从事电商行业的团队，见证了电商快速发展，积累了丰富的食品电商运营经验，形成了科学的管理体系。团队成员年轻而充满朝气，具有创新意识并勇于迎接挑战。具备良好的社会责任感，愿为改善中国食品安全现状，贡献一己之力。

创新点：

国内首家上线的第三方食品品控服务平台;

国内首家开拓、实践C2B2B电子商务社会化营销新模式，以消费者需求为导向，引领电子商务发展新潮流。

展望未来：

凭借与其他电商平台的差异化定位：更注重于为消费者、为厂商提供精细化服务。

五年规划：

第一年，突破一千万的销售规模。

第二年，完成与淘宝各地卖家合作，全国部署小型仓储点。

第三年，改变电商中小卖家各自为商的现状，集聚点状资源，共同抵抗市场风险，开拓电商发展新模式。

第四年，带领国内优质厂商打造出一批知名品牌。

**小学生英语邮件范文20**

Dear He Jian,

My name is Wang Jiajia. I study in Xinqi School. I’m twelve years old. I like English very much, because my English teacher is very kind. My favourite fruit is apple, because it’s sweet and healthy. My favourite day is Tuesday, we have computer, . and English. It’s a great day. Tall me about your school, please.

Your pen pal,

Wang Jiajia

**小学生英语邮件范文21**

3月20日上午和4月2日上午，公司先后发生两起员工打架事件，造成了极坏的影响。

据查，3月20日上午，供销科黄建霞因加班费一事，与生产科唐丽云发生争执，唐丽云对黄建霞骂出脏话，黄建霞就动手打了唐丽云一耳光，双方当场在供销科办公室扭打起来。4月2日上午，总装车间员工××因小推车领料一事，与×××发生争执，××动手将×××当场打晕，造成×××受伤休息半天。

根据公司“安全生产、文明办公”的精神，按照公司《加强内部管理若干规定》的要求，员工在上班时间不准打架斗殴，××等人无视上述管理规定，上班期间打架斗殴，造成极坏的影响。为严肃公司纪律，规范员工管理，经研究决定，对打架事件作如下处理：

扣打架事件当事人供销科××四月份岗位工资100元，扣企管科×××四月份岗位工资50元，罚责任部门供销科100元;

扣打架事件当事人总装车间××四月份岗位工资100元，×××受伤休息半天，扣当日工资元，由肖国民承担;罚责任部门总装车间100元。

望公司全体员工引以为戒，杜绝类似事故的再次发生。

特此通告

XX公司

**小学生英语邮件范文22**

各部门：

值国庆节来临之际，根据^v^办公厅公布的《20xx年节假日安排的通知》的有关规定，结合我公司实际情况，经领导班子研究决定，现将20xx年国庆节放假事项通知如下：

一、国庆节放假时间定为10月1日至7日放假调休，共7天。10月10日(星期六)上班。

二、各部门接通知后，妥善安排好值班工作，并将各部门值班表于20xx年x月x日下午17：00以前报公司办公室。

三、各部门要加强对值班人员的管理，认真落实公司突发事件预案制度，切实做好公司防火、安全、保卫等工作，发现苗头要及时向公司办公室值班人员报告。

公司办公室值班电话：

xx有限公司

20xx年x月x日

**小学生英语邮件范文23**

时间：20xx年5月19日

地点：公司会议室

出席人：谢芳勇、江垠翰、涂卫鹏、曾小卫、王小春、徐莹、肖雁翎

主持人:谢芳勇

一、会议的纪律

每周一开公司设计部开会，设计部所有人都要参加，开会前2天由行政通知会议主题，发到微信群和QQ群，大家要提前准备，思考，在会议上做汇报。

二、意向客户：

江手上有4个，太仓、香水湾、好望山、乌鲁木齐路做好跟进工作。

在谈客户时全包估价不好估所以在客户没有强烈要求下不包，只做半包。

东方冠郡由江和谢配合完成，谢负责一楼，江负责地下室和二楼。

月底谢要去新疆，江要尽快把新疆英式现代风格准备好，法式由谢准备。

三、施工图时间制定:

一套别墅一个人30天必须完成，两个人15天。

如面积大的两个人20天完成。

四、加强学习

休息时间可以多去酒店、高档商场、家具店、灯具店等等看看，加强知识面。

工地配合做的还不够到位，懂的施工工艺太少，要加强学习。

五、计划书

每个案子要求写计划书

**小学生英语邮件范文24**

重庆成立于一九xx年，注册资金为壹仟零贰拾万万元。一九xx年成为珠海格力电器股份有限公司家用空调、商用空调、中央空调指定经销商，特约售后服务部。1996到20xx年荣获格力空调重庆销售十强称号和优秀售后服务单位，20xx年起至今我公司被选为重庆市政府采购的格力空调的定点单位。获市建委颁布三级资质证书。自成立一直秉承“专注技术和服务”的方针，经过十年的不断发展，目前已成为重庆地区制冷行为最为专业的安装服务公司之一。在竞争日益激烈，技术日新月异的今天，我公司注重科技、重视信息、销售、安装及售后服务都经严格的管理和监控，特别是一流的售后服务。目前本公司共有工程车5辆、服务摩托车8辆、加工场地380平方、库房600平方米;咬口机2台、电焊8台、切割机10台、台钻10台折方机2台、卷扬机1台、剪板机1台、试压泵2台、电锤20台、电钻30把、电剪刀5把等。

重庆金梦制冷设备工程有限公司配备了先进的相关成套施工设备。在多年的安装工程实践中，发展成为一支具有高水平的安装、维修队伍。金梦公司以专业的安装、优质的服务得到了客户和市场的一致认同。我公司与众多的生产供应商建立了良好的合作关系。公司取得了格力空调经销和安装服务权。构建了全面的配件供应体系，投资近15万元建立了配件维修中心，大大的降低了配件成本，保证了服务时限。面对荣誉，更感觉到作为制冷服务行业领先者的责任和压力，近年来公司不断引进人才，提高管理水平，强化服务意识，定期开展技能培训和竞赛。

重庆金梦制冷设备工程有限公司在激烈的市场竞争中，公司以“诚信、务实、求精、创新”为宗旨，以高度的敬业精神为用户提供质量、高信誉的服务。质量公司信誉的保证，优良的服务是对客户的承诺。

**小学生英语邮件范文25**

关于 ×× 区安全生产工作的汇报材料

首先对省政府安全生产督查组到我区检查指导工作表示热烈的欢迎，下面，我简要汇报一下××区的安全生产情况。

××区是××市的中心城区，辖区总面积 62 平方公里，管辖 9 个街道、32 个社区、19 个行政村，总人口近 万人。××区是××市的商贸中心，也是全市的政治、经济、文化中心。截止目前，全区安全生产工作形势持续稳定，未发生重伤以上安全事故，连续五年被市政府评为安全生产先进单位。具体做了以下几项工作：

二、落实责任，加强监管，杜绝安全隐患。一是加大安全生产监督检查力度;二是加强重点行业和领域的监管;三是积极创新监管工作机制;四是强化监管手段;五是领导带头，强化监督检查。

四、积极创建安全社区，强化安全教育工作。一是明确创建目标;二是完善统一制度;三是强化宣传教育。

五、强化宣传教育，提高防范意识。组织开展了“安全进社区” “青年安全志愿者”“法律法规咨询” “安全知识讲座”等形式多样、内容丰富的安全宣传教育活动。

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