**７－16　支援・援助を提案する表現**

■　Please let me know if there is anything I can do for you.

■　Please feel free to contact me if I can be of any assistance.

■　Should you require any further assistance, please do not hesitate to contact me at any time.

■　We are always pleased to serve you.

■　I would be glad if I can serve you in any way.

■　Please let me know if I can provide any assistance with data gathering.

■　We are always ready to provide financial support to the joint research project.

■　I have the pleasure of assisting you in preparing the promotion plan.

■　I would be happy to give you our full support in taking your products to market.

■　It would be my pleasure to help you translate technical documents.

■　I would be willing to help you finish the tasks in time.

■　I would be more than happy to assist you in preparing for the sales meeting next week.

■　Would you like me to help you put the documents in order?

■　I would be delighted to lend a hand for anything you need.

■　I would be glad to render you assistance in preparing the material for presentation.

■　I would like to provide you with the necessary support to negotiate an agreement successfully.