**７－８　返答を求める表現**

■　Your prompt reply would be very much appreciated.

■　I would be most grateful if you could give me your reply regarding the inquiry dated July 10th.

■　I am looking forward to hearing from you at your earliest convenience.

■　I would appreciate it if you could send me a reply by September 15th.

■　Can you please respond to my email regarding the order No.1234?

■　I hope to hear favorably from you on our request for a price reduction.

■　Please reply to my question about your new campaign to be launched next month.

■　I am eagerly awaiting your response to our offer.

■　Please let me have your reply regarding our request to move up the delivery schedule by one week.

■　We would like to request that you give us a firm reply to our recent proposal.

■　We are looking forward to receiving your response to our question about the price.

■　Your quick response to my email sent to you on May 10th will be greatly appreciated.

■　I hope to get your reply before I leave for my business trip next week.

■　Can you please send me your reply to our suggestion as soon as possible?

■　Please respond to my email immediately so that we can proceed with your order.

■　I would like to have your answer as to whether you will be able to attend the conference or not by the end of this week.