

1 I look forward to meet you during next week's conference.

2 Actually, our marketing team is working on the campaign launch.

3 According with the latest KPI report, revenue has grown 15%.

4 Could you please explain me the procedure for expense reimbursement?

5 Please find attached herewith the contract which we had the opportunity to discuss in our previous encounter.

6 The company will attend the charity event by sending a donation.

7 In the other hand, we should delay the product launch until Q4.

8 Would you mind send me the updated forecast by EOD tomorrow?

9 Please be informed that, in order to facilitate a smooth transition, we shall be implementing the new process on the date previously mentioned.

10 I am agree with the COO's recommendation.

The logo for LIVEWORKSHEETS. The word "LIVE" is in a smaller, orange, sans-serif font, with the "I" and "V" stacked vertically. The word "WORKSHEETS" is in a larger, bold, dark blue, sans-serif font.