



# 航空商务英语

张

ENGLISH FOR AIR  
BUSINESS

中国商业出版社

ENGLISH  
FOR AIR BUSINESS

航空商务英语

张连仲 编

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## 前 言

民用航空是一个涉外领域。近年来,随着我国改革开放的深入发展,全民航学习英语的热潮有增无减。《航空商务英语》“ENGLISH FOR AIR BUSINESS”一书正是为我国民航系统商务人员编写的英语教材。

自从内部发行版发行以来,颇受我国民航系统商务人员及其他人员的偏爱。为搞好商务工作,学习商务英语,为中外旅客服务,全国各航空公司及机场的商务人员都在认真学习商务英语。作为英语教师,我非常受感动。为便于大家学习,满足大家的迫切需要,现在重新修订本教材,并正式出版发行。

根据广大读者的意见,现做如下修订:

- (1)重新斟酌全书的参考译文,使之更贴近原文;
- (2)为便于初学者使用,所有单词均加注国际音标;
- (3)为方便读者,书后附有比课后单词更多、释义更全的总词汇表;
- (4)加强课文注释,详细解释课文中出现的各种语法现象,尤其对文中出现的长难句和结构复杂的句子,均做了比较详尽的叙述,许多地方还用图表或框图(CHINESE BOX)加以形象易懂的注解。相信大家从中可以学习或复习大量语法知识。

(5)由于篇幅所限,删掉了原书中的六个附录。这些内容将以其他形式提供给大家。

改编后的《航空商务英语》将仍旧保留着原书的许多特性。适用性较强。除可供民航系统各大中专院校运输专业作专业英语教材使

用外,还可供各院校的英语专业作泛读教材使用。此外,民航其他人员及地方旅游部门也可借助本书学习英语知识和商务运输知识。

《航空商务英语》全书共编入20课。分为10个章节:①航空运输的优势、②航空公司业务、③电话询问、④电话订座、⑤售票与票价、⑥国际旅客、⑦行李、⑧机场、⑨包机飞行、⑩航空货运。每课书均编排有专业术语(SPECIAL TERMS)(第六课除外)、词汇练习(VOCABULARY PRACTICE)、课文(TEXT)、词汇表(WORDS AND EXPRESSIONS)、注释(NOTES)、讨论题(DISCUSSION)和复习(REVIEW)等。此外,第20课后,还附有国际民用航空组织(ICAO)和国际航空运输协会(IATA)两篇阅读材料。

多年来,在本书不断完善的过程中,编者曾先后得到杨毅、姚永春、周水根、杨德业等同志的帮助。在本书正式出版之际,特向他们再次表示感谢。

由于水平有限,虽经多次修改,恐仍有不当之处,衷心希望同仁和读者不吝指教。

张连仲

1995年5月

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## Lesson One

### **SPECIAL TERMS**

**Turnover:** The act or result of turning over; and also the amount of money turned over or drawn in business.

**f. o. b. :** The abbreviation of "free on board".

### **VOCABULARY PRACTICE**

1. What does turnover mean?

2. What is f. o. b. ?

### **TEXT**

#### **Advantages of Air Transport( I )**

Air freight has many advantages over other modes of transport. It is generally most practical for goods which have a high unit value, i. e. a high ratio of price to weight. Commodities of low value such as ordinary furniture, newsprint, cotton, rice, potato, washing machine, rubber shoes, etc. cannot afford to bear the air freight rates; but precious art goods, fur garments, high-class instruments, computers, cameras, watches, etc. can bear the high cost of transportation without any dampening effect on their marketability.

Merchants are more inclined to have their goods of these kinds shipped by air.

Above all, quick delivery is the most obvious advantage of air freight service, which means a saving of time spent on transit. For instance, if silk piece goods are shipped from Tianjin to Hamburg or Paris, it may take 2 to 3 months to reach the port of destination. Now if they are transported by air, the length of time may be reduced to a period of 3 or 4 days. To tie up a large amount of capital, say US \$ 100,000, for 3 months at 1% interest per month, would cost US \$ 3,000. For high-priced commodities, the time value which a shipper is able to gain usually outweighs the high cost of air transport. For this reason, many exporters prefer air freight, especially when they may not be able to afford having their capital tied up for three months while a ship completes her voyage.

Furthermore, exporters can benefit from quick delivery in that they can achieve quick turnover and maintain a relatively small inventory of raw materials or finished products, particularly in the export market. The advantage is even more conspicuous where the market is demanding and the commodities are highly competitive. There are instances where the buyers on overseas markets require immediate delivery and those who promise fast delivery are in a better position to win the orders in competition.

Air transportation proves to be almost indispensable to perishable goods, which are liable to deteriorate or become useless if the voyage takes a longer time, say more than a week. During the winter of 1974 and the spring of 1975, a consignment of small eels was exported from Fujian to Japan by sea route; the death rate was as high as 50%. Soon afterwards, the exporter made a change in the mode of transport and switched to air transport. It proved to be a more desirable method

of transportation as the death rate of the eels declined to 5% or less in spite of the fact that the eels were transhipped at Hong Kong where the temperature is usually around 32°C. Another striking example is that exporting lichee from South China to Singapore by sea was a losing business because the fruit, though stored in refrigeration installations, mostly became rotten or turned dark when it arrived at the port of destination; but if shipped by air, lichee remains fresh and thus can find a ready market. Crabs exported from Shanghai, mango from Kunming, grapes and melons from Xinjiang are known to people living in Hong Kong, who willingly pay a price much higher than that obtainable on the home market.

For goods of high unit value, shippers usually pay extra charges to the shipping line at the ad valorem rate on f. o. b. value, in addition to the freight charge, which is higher than that on a weight basis; while shipping by air, no extra charge at the ad valorem rate is collected by airline, unless there is a declared value of the cargo and valuation charge is paid for it, in order to protect against possible loss or damage. The latter is not a freight charge.

## WORDS AND EXPRESSIONS

### (SPECIAL TERMS)

business	[ˈbizɪnɪs]	n.	行业; 生意; 业务; 交易
draw	[drɔː]	v.	拉; 拖; 抽出; 支取; 绘制
f. o. b. (或 FOB; fob)			(=free on board) 离岸的
turn over			翻转; 周转; 考虑; 移交
turnover	[ˈtɜːnəʊvə]	n.	营业额; 周转额

## (TEXT)

accustomed	[ə'kʌstəmd]	a.	惯常的; 习惯的
ad valorem	[æd və'lɔ:rem]		按价; 照价
advantage	[əd'vɑ:ntidʒ]	n.	优点; 有利条件; 优势; 利益
afford	[ə'fɔ:d]	v.	担负得起; 提供; 出产
airline	[ˈeəlain]	n.	航空公司; 航线
arrive	[ə'raiv]	v.	到达; 到来
basis	[ˈbeisis]	n.	基础; 根据
be inclined to (do)			倾向于(做)
be liable to			易于...
bear	[beə]	v.	承受; 负担
benefit	[ˈbenifit]	n.; v.	利益; 效益; 好处; 获利; 获益
capital	[ˈkæpitl]	n.	首都; 首府; 资本
cargo	[ˈkɑ:gəu]	n.	货物
collect	[kə'lekt]	v.	收集; 采集; 集合; 聚集
competition	[kəm'pi:tɪʃən]	n.	竞争; 竞赛; 挑战
competitive	[kəm'petitiv]	a.	竞争的; 有竞争(能)力的
computer	[kəm'pjʊ:tə]	v.	(电子)计算机
consignment	[kən'sainmənt]	n.	交付; 托付; 托运货物
conspicuous	[kən'spikjuəs]	a.	显著的; 明显的
dampen	[ˈdæmpən]	v.	衰减; 缓冲
declare	[di'kleə]	v.	宣布; 宣告; 声明; 申述
decline (to)	[di'klaɪn]		降至; 减少到
delivery	[di'livəri]	n.	交货; 递送; 发放
demand	[di'mɑ:nd]	n.; v.	要求; 需要
desirable	[di'zaɪərəbl]	a.	合意的; 合乎要求的
destination	[desti'neiʃən]	n.	目的地; 终点
especially	[is'peʃəli]	ad.	特别(是); 尤其

export	[esk'pɔ:t]	n. ; v.	输出; 出口
exporter	[esk'pɔ:tə]	n.	出口商
finished product			成品
for instance			例如
freight	[freit]	n.	货物
fresh	[freʃ]	a.	新鲜的
fur garments			皮制服装
furniture	['fə:nitʃə]	n.	家具
furthermore	['fə:ðə'mɔ:]	ad.	而且
generally	['dʒenərəli]	ad.	普遍; 一般; 通常
immediate	[i'mi:diət]	a.	立刻; 立即; 马上; 直接的
in addition to			除...以外
in spite of			不顾; 尽管
indispensable	[indis'pensəbl]	a.	必不可少的
installation	[instə'leɪʃən]	n.	就职; 安装; 安置; 装置
instrument	['instrumənt]	n.	仪器; 器械; 工具; 仪表
interest	['intrist]	n.	兴趣; 趣味; 爱好; 利息
inventory	['invəntri]	n.	存货; 财产目录; 存货单
length	[leŋθ]	n.	长; 长度; 长短; 期限
lose	[lu:z]	n.	损失; 丧失; 丢失; 赔钱
loss	[lɒs]	n.	损失; 亏损
maintain	[men'tein]	n.	保持; 维持; 主张
market	['ma:kit]	n.	市场; 销路; 市面; 行情
marketability	[ma:kit'bilɪti]	n.	适合市场销售性; 市场销路
obtainable	[əb'teɪnəbl]	a.	可得到的; 可买到的
obvious	['ɒbvɪəs]	a.	明显的; 显而易见的
ordinary	['ɔ:dnri]	a.	平常; 寻常; 普通; 平凡
outweigh	[aut'weit]	vt.	胜过; 优于; 比...重(要)
particularly	[pə'tɪkjuləli]	ad.	特别; 格外; 尤其

perishable	['perɪʃəbl]	a.	(容)易腐(烂)的
position	[pə'zɪʃən]	n.	位置;态度;境地;见解
possible	['pɒsɪbl]	a.	可能的;做得到的
precious art goods			珍贵艺术品
prefer	['pri:fə]	v.	更喜欢
product	['prɒdəkt]	n.	产物;产品;生成物;<数>积
promise	['prɒmɪs]	n. ; v.	诺言;答应;(有...)希望
protect (...) against			保护(...) 免受;防备
prove	['pru:v]	v.	证实;证明
rate	[reit]	n.	率;比率;汇兑率;进度
ratio	['reɪʃiəu]	n.	比;比率
raw	[rəu]	a.	生(的);原(状的);生疏的
reach	[ri:tʃ]	n. ; v.	到达距离;到达;触到
reduce	['ri'dju:s]	v.	降低;减少
relatively	['relatɪvli]	ad.	相对地;成比例地;相当地
require	['ri'kwaɪə]	v.	需要;要求
rotten	['rɒtn]	a.	腐烂的;腐败的
route	[ru:t]	n.	航线;航路;路程;路线
shipper	['ʃɪpə]	n.	运货人;货主
silk piece goods			丝绸布匹
spend	['spend]	v.	花费;消费;消耗;用尽
store	['stɔ:]	n. ; v.	贮藏;堆积;供应
switch to			转到;换到;转向
tie up			束紧;停顿;冻结;占用
tran(s)ship	['stæn(s)'ʃɪp]	v.	转运;换船;转载
transit	['trænsɪt]	n.	过境;转运;过境运输
unit value	['ju:nɪt'vælju:]		单(位)价(值)
valuation charge			声明价值费;申报价值费
voyage	['voidʒ]	n. ; v.	航程;运行;航海;航空;航行

weight [weɪt] n. 重量

[注:①为方便读者,本书所有词汇表均按字母顺序排列。

②因篇幅所限,每课课后词汇表中只能列有限词汇。因第一至五课词汇量过大,为方便读者,特在词汇表后另列附加词汇表。

③书后《总词汇表》列出各课所有词汇及详细词性与词义备查。]

## SUPPLEMENTARY VOCABULARY

### (SPECIAL TERMS)

abbreviation	[əbriːvi'eɪʃən]	n.	缩写
act	[ækt]	n.; v.	行为; 动作; 扮演; 起作用
amount	[ə'maʊnt]	n.; v.	合计; 总计; 总量; 相当于
result	[rɪ'zʌlt]	n.	结果; 成果; 成绩
		v.	起因; 由来; 导致; 终归

### (TEXT)

above all			居首位的; 首先
addition	[ə'dɪʃən]	n.	附带; 附加; 增加
afterward(s)	[ˈɑːftəwəd(z)]	ad.	后来; 以后
almost	[ˈɔːlməʊst]	ad.	几乎; 差不多
another	[ə'nʌðə]	a.	另一; 别的
		pron.	另一个; 类似的一个
around	[ə'raʊnd]	ad.	在周围; 各处
		prep.	在...周围; 围着; 约
art	[ɑːt]	n.	艺术
buyer	['baɪə]	n.	买主; 主顾
camera	['kæməɹə]	n.	照相机

commodity	[kə'mɒditi]	n.	物器; (pl.) 商品
complete	[kəm'pli:t]	a.	完全的
		v.	完成
cost	['kɒst]	n.; v.	代价; 价值; 花费; 成本
cotton	['kɒtn]	n.	棉花; 棉布; 棉纱
crab	[kræb]	n.	螃蟹; 蟹
damage	['dæmɪdʒ]	v.	损坏; 毁坏
death	[deθ]	n.	死; 死亡; 毁灭
deteriorate	[di'tɪəriəreɪt]	v.	变质
effect	[i'fekt]	n.	结果; 效果; 作用; 财产
		v.	招致; 引起; 达到; 实现
eel	[i:l]	n.	鳗鱼
etc.	[ɪt'setɹə]		等等(自拉丁语 et cetera)
extra	['ekstrə]	a.	额外的; 多余的
fact	[fækt]	n.	事实; 实情; 实际
find	[faɪnd]	v.	寻求; 找到; 发现
fruit	[fru:t]	n.	水果; 果子; 果实; 成果
gain	[geɪn]	n.; v.	获得; 营利; 收益; 增进
grape	[greɪp]	n.	葡萄
Hamburg	['hæmbɜ:g]	n.	汉堡(德国港口)
high-class	[haɪ-kla:s]	a.	高级的
highly	['haɪli]	ad.	高高地; 高度地; 非常
high-priced	['haɪ-praɪst]	a.	高价的
i. e.	[i'dest /'ðætɪz]		(=that is)即; 就是
in order to (do)			为了
Japan	[dʒə'pæn]		日本
kind	[kaɪnd]	a.	仁慈; 和善; 亲切; 客气
		n.	种类; 性质; 特性; 物质
latter	['lætə]	a.	后面的; 末了的; 后者的

lichee	[ˈli:tʃi]	n.	荔枝
mango	[ˈmæŋɡəʊ]	n.	芒果; 芒果树
material	[məˈtɪəriəl]	n.	材料; 原料; 素材; 资料
mean	[mi:n]	v.	意指; 意谓; 打算; 预定
melon	[ˈmelən]	n.	瓜
merchants	[ˈmɜ:tʃənts]	n.	零售商
newsprint	[ˈnju:zprint]	n.	新闻纸
obviously	[ɒbˈviəsli]	ad.	明显地; 显然
overseas	[ˈəʊvəsi:z]	a.; ad.	海外(的)
Paris	[ˈpæris]	n.	巴黎(法国首都)
per	[pə]	prep.	由; 经; 借; 凭; 每
period	[ˈpiəriəd]	n.	周期; 期间; 时代; 当代
potato	[pəˈteitəʊ]	n.	马铃薯; 土豆; 洋芋
practical	[ˈpræktikl]	a.	实际的; 实践的; 可行的
price	[praɪs]	n.	价格; 价钱; 代价; 价值
quick	[kwɪk]	a.; ad.	快; 敏捷的; 伶俐的
ready	[ˈredi]	a.	有准备的; 甘心情愿的
reason	[ˈri:zn]	n.	理由; 原因; 道理; 理性
refrigeration	[rɪfrɪdʒəˈreɪʃən]	n.	致冷(作用); 冷冻
remain	[riˈmeɪn]	v.	保持; 逗留; 剩余; 依旧
rice	[raɪs]	n.	水稻; 大米
rubber	[ˈrʌbə]	n.	橡皮; 橡胶制品
saving(s)	[ˈseɪvɪŋ(s)]	n.	节省; 节省的钱
service	[ˈsɜ:vɪs]	n.	服务; 招待; 使用; 业务
shipping line	[ˈʃɪpɪŋlaɪn]		海运公司
Singapore	[sɪŋɡəˈpɔ:]	n.	新加坡
south	[ˈsauθ]	a.; ad.	南; (向) 南方(的); 南来(的)
		n.	南; 南方; 南部

spring	[sprɪŋ]	n.	春; 春季; 弹簧; 泉; 跳跃
temperature	['temprɪtʃə]	n.	温度; 体温
transport	[træns'pɔ:t]	v.	运输; 运送; 输送
	['trænsport]	n.	运输; 运送; 输送
transportation	[træns'pɔ:'teɪʃən]	n.	运输; 运送; 输送
useless	['ju:zlis]	a.	无用的; 没用的
usually	['ju:ʒuəli]	ad.	通常; 平常; 一般
washing machine			洗衣机
watch	[wɒtʃ]	n.	(手)表; 看守; 监视
willingly	['wɪlɪŋli]	ad.	愿意; 乐意
win	[wɪn]	v.	赢; 赢得
winter	['wɪntə]	n.	冬; 冬季
without	[wɪ'ðaʊt]	ad.	在外; 外面; 室外; 户外
		prep.	没有; 如果没有; 在...外面

## NOTES

1. It is generally most practical for goods which have a high unit value.

i. e. a high ratio of price to weight.

对于那些高单(位)价(值), 即价格与重量之比高的商品来讲, 航空货运往往是最实用的运输方式。

①句首 it 指航空运输。

②句中 which 引出定语从句, 修饰 goods。

2. Commodities of low value such as ordinary furniture, newspaper, cotton, rice, potato, washing machine, rubber shoes, etc. cannot afford to bear the air freight rates; but precious art goods, fur garments, high-class instruments, computers, cameras, watches, etc. can bear the high cost of transportation without any dampening effect on their marketability.

那些象普通家俱、新闻纸、棉花、大米、马铃薯、洗衣机、胶鞋等低