

# Lesson 54

## 1 TOPIC QUESTION

今日のトピック

# Invoice

## 請求書

## 2 ARTICLE

記事

**Directions: Read the following article aloud.**

課題：以下の記事をはっきりとした声で音読しましょう。



SH Holdings Ltd.

SH Holdings Ltd.

123 West Street  
West City, East State 202020  
05-555-5555  
05-555-5556

# INVOICE

Invoice Number: VB1001

Invoice Date: Nov. 07.2014

<b>Billing Address:</b>		<b>Shipping Address:</b>	
Company:	HS Company	Company:	Box Runners
Name:	Ken Wang	Name:	Mary Smith
Address:	3456 East Street	Address:	789 Appleton Rd.
City/State/Zip	Berryville, NY 56123	City/State/Zip	Harmont, NY 65412

Shipping Method: Freight

### Order Information:

[illegible]

Notes:

\*Free shipping for all bulk orders.

# Lesson 54

## 3 VOCABULARY

語い

Directions: First repeat after your tutor and then read aloud by yourself.

課題: 先生の後が続いてくり返した後、今度はひとりで発音してみましょう。

**Zip** 郵便番号

**freight** 運賃、輸送費

**subtotal** 総合計

**shipping** 出荷、配送

## 4 Questions

質問

Directions: Read the questions aloud and answer them.

課題: 質問を声に出して読んだ後、答えてみましょう。

**1. What is an invoice or bill?**

**2. What is the cost before tax?**

**3. After you pay, do you double check if your invoice is right?**

**4. How long do you keep your invoices before you throw them away? Why do you keep them that long?**