

酒店宾馆常用英语口语 900 句（完整版）

问候客人

1. Good morning , sir. 早上好，先生。

2. Good afternoon , madam. 中午好，太太。

3. Good evening , sir. 晚上好，先生。

4. Good night , madam. 晚安，夫人。

How are you ? 你好吗？

Fine , thank you , and you ? 很好，谢谢，您呢？

Fine , thanks. 很好，谢谢。

5. How do you do ? 您好？

How do you do ! 您好！

6. Welcome to our hotel. 欢迎光临我们饭店。

7. May you enjoy your stay in our hotel. 祝您住店期间愉快。

8. Hope you had a good trip. 希望您旅途愉快。

9. Hope you have a good journey. 祝您旅途愉快。

10. It's nice to meet you □ sir. 见到您很高兴，先生。

11. Pleasant to meet you □ sir. My name is.....□□□□□□□

先生。我叫×××

12. Welcome you back , sir. 欢迎您回来，先生。

13. Nice to see you again , madam. 很高兴又见到您，夫人。

14. Goodbye , thank you for coming. Please come again. 再见，感谢您光临，希望您再次光临。

15. Have a nice day. 祝您今天愉快。

16. Have a good evening. 祝您度过一个愉快的夜晚。

17. Have a good weekend. 祝您周末愉快。

18. Good night and have a good rest. 晚安，祝您休息好。

19. Good night and pleasant dreams. 晚安，祝您做个好梦。

20. Good night and rest well. Hope you will come back

tomorrow. 晚安，祝您休息好，明天再来。

问候英语

21.Hope you a pleasant journey home. 祝您回程愉快。

22.Happy landing. 一路顺风。

23.What can I do for you , sir? 先生，请问我可以帮您吗？

24.May I help you ? 我可以帮您忙吗？

25.May I be of any assistance ? 我可以为您做些什么？

26.Is there anything I can do for you ? 我能为您做点什么？

27.Here you are , sir. 先生，给您。

28.Sorry to have kept you waiting so long , sir. 对不起，先生，让您久等了。

29.Thank you for waiting , sir. 谢谢您的等候，先生。

30.Thank you. 谢谢。

It's my pleasure. □□□□□□□□□□□□

31.It's my duty. □□□□□□□□

32.That's all right. □□□□

33.Not at all. 不用谢。

34.Don't mention it. □□□□□

35.I'm afraid not. □□□□□

36.It's not possible. □□□□□

37.I'm really sorry□ but you see my difficulties. 真对不起，但希望您能体谅我的难处。

38.I'm really sorry to hear that. □□□□□□□□□□

39.I beg your pardon. 对不起，请您再说一遍好吗？

40.Pardon me , sir? 先生，对不起，请您重复一遍，好吗？

问候客人（三）

41.I'll look into it. □□□□□□□□

42.How are you □I'm glad to meet you here. □□□□□□

见到您真高兴。

43. We haven't seen you for a long time. How are you getting along ? 我们好久没见面了, 您好吗?

44. Wish you a successful visit. 祝您访问成功。

45. Merry Christmas ! 圣诞快乐!

46. Happy new year ! 新年快乐!

47. Wish you good luck ! 祝您好运!

48. Wish you a happy festival ! 祝您节日愉快!

49. After you , please , sir. 先生, 您先请。

50. Thank you for your compliment. 谢谢您的赞扬。

51. Thank you for your kind understanding. 谢谢您的谅解。

52. What's the matter May I help you? 怎么了? 我可以帮您吗?

53. I have come to say good -bye. 我是来告别的。

54. I'd like to say good -bye to you all. 我要向你们大家告别了。

55. Good -bye then and don't forget to keep in touch.
么再见, 别忘记了保持联系。

56. Good -bye then , and remember me to your parents. 那
么再见, 代我向您父母问好。

57. How long will you stay here ? 您在这里住多久?

58. May I show you to your room , sir? Hope you'll enjoy your stay in our hotel. 先生, 我带您到房间去, 好吗? 祝您在我们饭店居住愉快。

59. Wendy I'd like you to meet my friend Sam. 温迪, 我给你介绍一下我的朋友, 山姆。

60. How do you like Beijing ? 您觉得北京怎么样?

61. What's your first impression of China
象如何?

62. How do you like our hotel ? 您觉得我们饭店怎么样?

63. Help yourself to dinner , please. 请用餐。

请将您的国籍写在这。

140. May I ask you to put your name in block capitals ? 请用大写字母写您的名字好吗?

141. What's your occupation please ? 请问您的职业?

142. What's your address in your native country please ? 请问您在本国的地址?

143. Could you sign your name , please ? 请您签一下名, 好吗?

144. I'll need your signature.

145. Sign here , please. 请在这签。

146. Would you put your signature here , please ? 请您在这签一下名, 好吗? 147. May I see your passport , please ? 我可以看看您的护照吗?

148. Have you got any identification ? 您有什么可以证明您身份的吗? 149. Here is your key , hope you enjoy your stay in our hotel. 这是您的钥匙, 祝您住店愉快。

150. Could you please put your key on the Reception Counter when you are out for the sake of safety ? 为安全期间, 请您在外出时把房间钥匙放到接待台来好吗?

151. Could you keep your room key until you check out ? 请您在住点期间自己保管钥匙, 直到离店。

152. The porter will show you to your room. 行李员会领您去您的房间的。 153. Your room number is 502. on the fifth floor. 您的房号是 502 房, 在 5 楼。

154. The porter will take your luggage and show you the way. 行李员会为您提行李, 并为您领路。

155. I'm afraid your room is not ready yet. Would you mind waiting , please ? We are very sorry for the inconvenience. 恐怕您的房间还没有整理好, 希望您不会介意在这里等一下, 给您带来的不便真对不起。

156. Our check in time is 12 noon I'm afraid we have no

vacant rooms now. would you mind waiting until then ? 我们登记入住的时间是中午 12 点, 恐怕现在没有空房, 烦请您等到那是好吗?

157.Unfortunately , we are fully booked for tonight , would you like me to get you a room in another hotel ? 很抱歉, 我们今晚的房间已全部订满, 我帮您联系另外一家酒店, 好吗?

158.Please wait a moment , I have to check if there is a room available. 请稍等, 我要查一下看是否有空房间可以出租。

159.As a hotel policy □we require one day's room charge as a deposit for

guests without reservation. 饭店规定没有预订的客人入住需交一天的房费押金。

160.The room rate is 135 per day including 10 % service charge. 房费是每天 135 美元, 包括 10 % 的服务费。

161.Room-to-room calls can be made from your room , please dial room number directly. 在房间内可拨打房间与房间的电话, 请直接拨号。

162.Half-day room rate will be charged if you check out after 12:00 noon. 如果您在中午 12:00 点以后退房将加收半天房费。

163.Full-day room rate will be added if you check out after 6:00pm. 如您在下午 6 点以后退房将收全天房费。

164.No additional charge is required for children under 12 sharing parent's room without extra bed. 12 岁以下儿童与父母同床不收加床费。

165.All reservation are held until 6:00pm unless guaranteed or informed earlier , as a hotel policy. 饭店规定,除保证类预订或提前预订外, 其他预订均保留房间至预订日当天下午 6 点。

166.Rates are subject to change by the hotel management without a prior notice. 饭店房价若有变更, 恕不另行通知。

167.We have special corporate rates for certain commercial accounts. 我们对某些商业团体实行特别价格。

想保留房间到今天下午，我们得加收您半天房费。

179.Never mind , then. You can keep your luggage at the Bell Service until 5:00pm free of charge. 不要紧，您可以免费将您的行李寄存在行礼部到下午 5 点。

180.I'm afraid that air conditioner in your room needs repairing. We would like to request you to change your room. 恐怕您房间的空调需要维修，我们想请您换一下房间。

181.What time is the most convenient for you to change your room , sir □...sorry for the inconvenience. 对您来说什么换房最方便，先生？……给您带来不便真抱歉。

182.We could move your luggage to the new room while you are out , but could you take any valuables with you ? 在您外出期间，我们可以帮您把行李搬至新房间内，不过您要事先把贵重物品带走。

183.You may pick up your new room key 502 # from the Reception Counter when you return. 您回来时可以在接待台领您新房间 502 号的钥匙。

184.Could you leave your former room key at the Front Desk when you go out , please? 您外出时请把您原房间钥匙放在总台好吗？

185.Thank you very much indeed , sir. We are very sorry for the inconvenience. Hope you have a nice day. 真的非常感谢您，先生。给您带来不便真抱歉，希望您愉快。

186.We'll extend the reservation for you.□□□□□□□□
预订。

187.We'll make the room change for you.□□□□□□□□
房间。

188.You may keep the room till 3:00pm , if you wish. 如果您愿意，可以将房间保留到下午 3：00。

189.How many nights do you wish to extend ? 你希望延长住店几个晚上？
190.How much longer would you like to stay ? 您想

再住多久？

191.The hotel is full and there will be someone taking your room. We'll keep your luggage if you like.

我们饭店现已住满，您的房间已预订给别人，如果您愿意，我们可以为您保管行李。（适用于客人想中午结帐后保留房间至下午的情况）

192.I'm afraid you'll have to vacate your room by 11am□

I must apologize for the inconvenience. 非常抱歉，恐怕要请您在商务 11 点前搬出房间了。给您带来不便，我表示歉意。

193.Your room has been booked for tomorrow. Would you mind changing a room ? 您的房间明晚已预订给别人了。请您换一个房间，好吗？

194.A : Excuse me , where can I send a cable ?

对不起，请问在哪可以发电报。

B: Walk straight ahead , there is a post office on the right.

直走，在您右手边有一个邮局。

问询服务

195.A : I want to change some money , where is the bank ?

我想兑换一些钱，请问银行在哪？

B□Go upstairs from here and then turn left. It's next to the post office.

请从这里上楼然后左拐，就在邮局旁。

196.You can get your money changed at the cashier's office.

您可以在收银处兑换外币。

197.There is a shop on the ground floor. It sells both Chinese and foreign cigarettes. 商店在一楼，有中、外香烟出售。

198.There is a coffee shop on the second floor and snacks are served there all day. 咖啡厅在二楼，全天供应快餐。

199.We have a Chinese restaurant and a western-style restaurant. Which one do you prefer ? 我们有中餐厅和西餐厅，您

200. There is a recreation centre on the ground floor. You can play billiards, table tennis, bridge and go bowling. 一楼有康乐中心，在那里可以打台球、乒乓球、桥牌和保龄球。

201. Breakfast is served in your room from 7am till 10am. If you wish to have breakfast in your room, ask for Room Service on the phone. 早餐送餐服务是从早上7点至上午10点。如果您想在房间用早餐，请打电话要送餐服务。

202. For all enquiries just lift your telephone receiver and ask for Reception. 您如果需要询问什么事，可以打电话给前厅接待。

203. Apart from the recreation centre, we also have a health club on the second floor. 除了娱乐中心以外，我们在二楼还有一个健身俱乐部。

204. You can buy some stamps and postcards in the post office. 您可以在邮局买邮票和明信片。

205. A: Could you direct us to the restaurant? 请问去餐厅怎么走？

B: Yes. I'll show you the way myself. 我亲自领你们去。

206. A: Where's the coffee shop, please? 请问咖啡厅在哪？

B: Go straight through the cafeteria and restaurant and you'll find it just in front of you. □□□□□□□□□□□□□□□□

会看到它正在您面前。

207. A: I wonder if you could tell me where the health club is? 您是否能告诉我健身房在哪？

B: It's round here to the left. Follow the sign marked sauna and it's just next door to that. □□□□□□□□□□□□□□□□

健身房就在蒸汽浴旁边。

208. A: Where is the phone booth, please? 请问电话亭在哪？

B: Along there to your left, madam. It's just past the Business Centre opposite the elevator. 向左走，走过商务中心，就

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