



## 1. Things you need to know

**¡Esto hay que saberlo!**

1.

Yes, it's great to begin with a word of agreement: **Yes**

**sí**

2.

After saying "yes", sometimes there's no choice but to say "no"... From the tone you can tell that no means **No!**

**no**

3.

Now that we've mastered "yes" and "no", it's time to ask for something, and say **Please**

**por favor**

4.

If we get what we asked for, we probably want to say thanks: you can just say **Thank You**

**gracias**

5.

And you can also add emphasis by saying **Thanks a Lot**

**muchas gracias**

6.

Usually you'll get a standard response, such as "my pleasure", "no problem", or a modest response like: **You're welcome**

**de nada**

7.

Now we already know how to put words together and say: **Yes, please**  
**sí, por favor**

8.

Or: **No, thank you**

**no, gracias**

9.

“Excuse me” is an interesting phrase. When we want to be polite, get someone’s attention, make a comment, ask for something, the correct phrase is “excuse me”. For example, “Excuse me please, you’re stepping on my foot!” – **Excuse me**  
**disculpe**

10.

There is also a way to ask for forgiveness – “Ooh, I beg your pardon, I didn’t mean it!” If we accidentally hurt someone, we can say **I beg your pardon**  
**perdón**

11.

When we want to express true sorrow or to apologize, the appropriate phrase is:  
**Sorry**

**lo siento**

12.

And when everything is fine, you can say: **It’s okay**  
**está bien**

13.

Moving on to some “dating phrases”. The first word you’ll probably say at the beginning of the date is: **Hello**

**hola**

14.

And when you part ways? It’s always nice to say, I had a great time, hope to see you soon, **Goodbye**

**adiós**

15.

Sometimes you do want to see that person again, and sometimes you say “see

you” just to be polite... in either case, we say: **See you**  
**¡hasta luego!**

**16.**

I wonder why almost every language has a special greeting for mornings. When you meet someone in the morning, you say: **Good morning!**

**¡buenos días!**

**17.**

And there is also a special greeting for the afternoon: **Good afternoon!**

**¡buenas tardes!**

**18.**

When you meet someone in the evening, you say: **Good evening!**

**¡buenas tardes!**

**19.**

And at night, when you are ready to go to sleep, you guessed right! – we say **Good night!**

**¡buenas noches!**

**20.**

After a good night’s sleep, we’re ready to start the new day. Or maybe we want to welcome a guest, or maybe someone is happy to meet us and says: “Good to see you... **Welcome!**”

**¡bienvenido! / ¡bienvenida!**

**21.**

When people meet each other, they usually exchange “small talk”. They aren’t always interested in a specific answer, but they show interest: **What’s new?**

**¿qué tal?**

**22.**

**How are you today?**

**¿Cómo está usted hoy?**

**23.**

Some people simply ask, **How are you doing today?**

**¿Cómo le va?**

24.

Most people expect a polite answer and not a list of complaints... You can simply say: **Fine, thanks**

**Bien, gracias**

25.

**Everything's fine with me. What about you?**

**Estoy muy bien, ¿y usted?**

26.

And if everything was okay, or at least no one complained, you can say politely: I enjoyed myself, **I had a lovely time**

**Ha sido un placer**

27.

And your host will probably reply: "It's my pleasure".

Yes, it's always a good idea to be polite... **It's my pleasure**

**El gusto es mío**

28.

And so, continuing to be polite, let us part by saying: **I wish you...**

**Le deseo...**

29.

You could also say "best wishes", or "all the best", and maybe even wish someone **Good luck**

**buena suerte**

30.

You could, of course, add a little more detail, such as: **Good health and happiness**

**felicidad y salud**

31.

And there's also **Happy Holiday**

**felices fiestas**

32.

And of course **Happy New Year**

**un feliz año nuevo**

33.

Another way of saying goodbye is **Bon voyage**  
**buen viaje**

34.

Hey, kid, how old are you?! **Happy birthday**  
**feliz cumpleaños**

35.

And to mark a wedding anniversary, you would say **Happy anniversary**  
**feliz aniversario**

36.

Have a good time, **Enjoy your stay**  
**que lo pase muy bien**

37.

And **Have a nice day**  
**¡que pase un buen día!**

38.

And you could always add this greeting: **All the best**  
**todo lo mejor**



## 12. Hotels

### El hotel

355.

Now that we've landed safely, filled in all the forms and set out as tourists... let's think about the most common situations we may encounter. We'll begin at the hotel. Make a reservation in advance to make sure there's a room... **Making Hotel Reservations**

**Reserva en el hotel**

356.

If you didn't make a reservation, your first question to the hotel clerk is: **Hello, do you have a vacancy?**

**Hola, ¿tienen una habitación desocupada?**

357.

Here's the answer you don't want to hear: **Sorry, everything's taken**

**Lo lamento, está todo lleno**

358.

If you did make a reservation, you can say: **I have a reservation**

**He hecho una reserva**

359.

And if not, try your luck and hope for the best: **I don't have a reservation**

**no tengo reserva**

360.

Maybe you need to give more information: **I need a room...**

**Necesito una habitación...**

361.

for one night

por una noche

362.

for two adults and two children

para dos mayores y dos niños

363.

This may sound odd, but based on experience it's a good idea to add: **with a bathroom**

con baño privado

364

with a single bed or a double bed

con camas simples / con cama matrimonial

365.

Where is the room? **on the first floor**

en la planta baja

366.

Or maybe **on the top floor**

planta alta

367.

Do I need to take the stairs to get **upstairs**

arriba por las escaleras

368.

Or to get **downstairs**

abajo por las escaleras

369.

But I have suitcases... Is there an elevator? **elevator**

ascensor

370.

The hotel's location is important for tourists and also affects the price. A hotel can be downtown, near the train station or in the suburbs. It's always good to know the hotel's exact address. **Where are you located?**

**¿dónde queda?**

**371.**

If the location isn't clear, you can always ask: **How do I get there from...?**  
**¿Cómo llego allí desde...?**

**372.**

And of course, to avoid any surprises... **How much does it cost?**  
**¿Cuánto cuesta, por favor?**

**373.**

This is not always obvious... **Does the price include breakfast?**  
**¿El precio incluye desayuno?**

**374.**

Let's review meals! first, **breakfast**  
**desayuno**

**375.**

**lunch**  
**almuerzo**

**376.**

**supper**  
**cena**

**377.**

We've almost forgotten the hotel clerk on the phone... what should we tell him?  
We'll take the room! **Thank you, I'll be there by... 4**  
**Gracias, llegaré antes de las... 4**

**378.**

Most countries that welcome tourists have tourist information offices. Most hotels also have a tourist desk to answer tourists' questions... **Tourist Information**  
**Información al turista**

**379.**

Fill in the following question as needed: **Excuse me, where can I find...?**  
**Disculpe, ¿dónde hay aquí...?**



**380.**

Maybe we'll separate to shop in the market. We need a... **meeting point**  
**punto de encuentro**

**381.**

Perhaps you have a free **map of the city**  
**plano de la ciudad**

**382.**

Can you help me find ... **a car rental agency**  
**alquiler de automóviles**

**383.**

Actually, maybe I'd prefer a **taxi stand** or a **bus stop**  
**una parada de taxis / una parada de autobuses**

**384.**

**A train to...**  
**un tren a...**