

## Formal English on the Phone

Could I speak with Mr. Park?

May I speak to Mrs. Wood?

I would like to speak to Mr. Perez.

May I ask who's calling?

Can I get your name?

This is David Park.

Hayes speaking.

Would you mind holding for a minute?

I'm sorry, Mr. Hayes is not available right now.

Would you like to leave a message?

May I take a message?

Could you call back later?

Could you repeat that, please?

Could you speak a bit slower, please?

Thank you for your call.

