

Lesson 11 Closing the deal

Expressions

Finally, we reached an agreement.

ようやく合意に達しました。

- We finally closed a deal.

ようやく取引が大詰めになりましたね。

Now all we have to do is draw up a contract.

あとは、契約書を作るだけです。

- Let's go ahead and make up a contract.

それでは契約書の作成に移りましょう。

Let's talk

teacher: We agreed to set a date on the first of September as the delivery date.

student: Finally, we reached an agreement.

teacher: I am sure this deal will help both of our companies..

student: Now all we have to do is draw up a contract.

Questions

1. What do you say when the deal is closed?
2. What do you say when you move on to the contract?
3. When is the delivery?

Expressions

Can we add two more paragraphs to the draft?

この書類にもう2点文章を追記させていただけますか？

● How about making some changes in the wording of the paragraph?

この書類の文面でいくつか変更をするのはいかがでしょうか？

● I'd like to replace article 3 in the second paragraph with article 5.

2つ目の項の3文目を5文目に入れ替えていただきたいです。

Let's talk

teacher: Please take a look at the contract.

student: Can we add two more paragraphs to the draft? We should be more specific on the payment.

teacher: Yes. I will add more information to it.

student: Please. Also I'd like to replace article 3 in the second paragraph with article 5.

Questions

1. What did the student want to do?
2. What needed to be changed?
3. What do you say when you want to replace some articles?

Let's try

Please complete the following conversations.

1.

teacher: There is nothing to discuss any further.

student: Finally, we reached an -----.

teacher: I think we all agree with the price you offered us.

student: We finally ----- a -----.

2.

student: Now all we have to do is ----- up a -----.

teacher: I will make a rough draft during today.

3.

student: Let's go ahead and ----- up a -----.

teacher: I will make sure to indicate the delivering date.

4.

student: Can we ----- 2 more paragraphs ----- the -----?

teacher: Sure. I think we need to add little more details on the materials we use.