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Making invitation

Vocabulary

inauguration

開始、開業

commitment

約束、公約

event

催し、催事、イベント

reservation

予約

Dialogue

Aki: Good morning Mr. Shin, I am Aki of Accent Company.

My boss Mr. Brown would like to invite you to attend the inauguration of our new branch in Osaka.

Mr. Shin: Please let me know the details of the event.

Aki: It will be on Tuesday. November 19 at 10:00 in the morning

Mr. Shin: That would be nice. I don't have any commitment on that day. What's the best way of getting there?

Aki: I'll send you a map sir and may I ask how many persons in your company will be present in the occasion?

Mr. Shin: There will just be six of us.

Aki: Ok then. I will make your reservation. Thank you sir.

 Questions

1. What do you say if you will be asked to invite people to an event?
2. What question do you ask if you want to know the exact location of the event?

 Expressions

Response - Accepting

Thank you.

ありがとうございます。

I'd love to ...

是非～致します。

That would be nice ...

それは素晴らしいです。

I'd be delighted

喜んで…

Response - Declining

I'd love to, but ...

是非お伺いしたいのですが…

I'm sorry, but I've got another appointment.

申し訳ありませんが、別件がございまして…

I'm afraid I can't come. I'm going to...

恐れ入りますがお伺いできません。私は～する予定です。

 Exercise

A. Identify the sentence: Accepting or Declining

1. I'd love to but I have a commitment on that day.

2. I'd love to, please send me the details.

3. That would be nice. I will be with my family.

4. I'm sorry but I've got another event to attend.

5. Thank you. I'm available on that day.

B. Fill in the correct vocabulary

1. My boss would like to invite you to the _____ of our branch in Osaka.

2. You will be attending together with 5 other employees. I will make a _____ now.

3. I am sorry but I have a _____ on that day.

4. Please send me the details of the _____.