Situational Dialogues

**Successful Career**

Word Bank

1 delegation 2 headed by 3 formality

4 Customs Declaration Form 5 Health Certificate

6 portable 7 Foreign Currency Declaration Form

8 contraband 9 dutiable article 10 representative

11 bouquet /buˈkeɪ/ 12 present v. 介绍 13 in person

14 sincerely 15 worthwhile 16 long-cherished

17 considerate/thoughtful 18 receptionist 19 deluxe suite

20 registration form 21 fitness center 22 free of charge

23 grateful 24 distinguished 25 fruitful

26 honor 27 beneficial

Useful Expressions

Domestic Arrivals

International Arrivals

International Departures

Domestic Departures

Baggage Claim 行李提取处

Boarding Gate登机口

Boarding Pass/Card登机牌

Terminal Building 航站楼

Customs

Check-in 办理登机手续处

Ticket Confirm

Money Exchange

Emergency Exit

Name in Full

Nationality (eg. Nationality: Chinese)

Purpose of Stay

Date of Validity 有效期

1 Arriving at the International Airport

A five-member American delegation, headed by Mr. Bill Evens, arrives at Beijing Capital International Airport. They are going through the **formalities** of the Customs.

Customs Officer Good afternoon, sir. Your passport, please.

*Bill Evens Sure, here you are.*

Customs Officer And your Customs Declaration Form and Health Certificate, please.

*Bill Evens Here they are.*

Customs Officer What’s the purpose of your visit, sir?

*Bill Evens I am here on business.*

Customs Officer Do you have anything to declare?

*Bill Evens Well, I’ve brought a portable computer and a digital camera for my own use.*

Customs Officer OK, would you please fill out this form, Mr. Evens?

*Bill Evens Sure. Should I declare the US dollars I have brought with me?*

Customs Officer Yes, here’s the Foreign Currency Declaration Form.

*Bill Evens Thanks.*

Customs Officer Any contrabands?

*Bill Evens No, the rest is all for personal use.*

Customs Officer Would you mind opening the suitcase, please?

*Bill Evens Of course not. Miss.*

Customs Officer I’m afraid you have to pay duty on this gold watch. It’s a dutiable article.

*Bill Evens How much should I pay?*

Customs Officer 20 dollars.

*Bill Evens Here’s the money.*

Customs Officer This is your receipt. You’re all clear （手续完毕）. Thank you for your cooperation.

经典句型（每个句型请至少造3个句子。）

What’s the purpose of your visit?

Do you have anything to declare?

Would you mind opening the suitcase?

2 Meeting a Delegation at the Airport

Jack Li Excuse me, sir. Are you Mr. Evens from the US?

Mr. Evens Yes, I am. Are you …?

Jack Li I’m Jack Li from ABC Intl. Travel Company. I’m your local guide in Beijing.

Mr. Evens How do you do, Mr. Li.

Jack Li Nice to meet you, Mr. Evens. Here’s a bonquet for you.

Mr. Evens Oh, thank you very much. I love flowers.

Jack Li May I present Tom Baker, manager of the Marketing and Sales Department of ABC Company?

Mr. Evens How do you do, Mr. Baker? Thank you for meeting us in person.

Tom Baker How do you do, Mr. Evens? Welcome to Beijing! I sincerely hope your visit will be pleasant and worthwhile.

Mr. Evens It’s a long-cherished dream to visit China. Thank you for helping me realize my dream.

Tom Baker Mr. Chen, the general manager of ABC Company, asked me to send you his warm greetings. He will pay you a visit tomorrow.

Mr. Evens That’s very kind of him.

Tom Baker We’ll host a banquet for the delegation tonight. Now let’s go to the hotel. The car is waiting at the parking lot.

Mr. Evens We really appreciate such a considerate arrangement.

经典句型（每个句型请至少造3个句子。）

May I present Tom Baker, manager of the Marketing and Sales Dept.?

May I present… May I introduce… May I make an introduction about…

Thank you for meeting us in person.

We really appreciate your considerate arrangements.

3 Welcome to the Great Wall Hotel

Receptionist: Welcome to the Great Wall Hotel.

Jack Li: Here are the guests from ABC international Travel Company. Can we check in now?

(handing his name list to the receptionist)

Receptionist: Just a moment, please. Yes, sir. We have the reservation. You booked two standard rooms and one deluxe suite. Is that right?

Jack Li: That’s right.

Receptionist: Could you please fill in this registration form, sir?

Jack Li: All right. Here you are.

Receptionist: Thank you, sir. Here are the room cards with brief information of the hotel and the phone numbers on them. Please bring your room cards with you wherever you go. You can use them to sign your bills anywhere in the hotel.

Jack Li: Thank you. I’ll tell my members. By the way, when is breakfast served?

Receptionist: Your breakfast will be served at the lobby bar from 6:00 am to 10:30 am.

Jack Li: What other services are included?

Receptionist: You may use the fitness center and the swimming pool. They are free of charge. Do you need a morning call, sir?

Jack li: That’ll be nice. Please arrange a morning call for us at 7:00 am.

Receptionist: All right. Have a pleasant stay in our hotel, sir.

经典句型：（每个句型请至少造3个句子。）

Here are the guests from ABC Company.

Please bring your room cards with you wherever you go.

Have a pleasant stay in our hotel.

4 Thank You for Your Hospitality

Mr. Evens: Mr. Chen, thank you very much for holding the welcome banquet for us. I feel very much honored.

Mr. Chen: Mr. Evens, we’re very pleased to have the opportunity to meet such distinguished guests like you. You see, Beijing roast Duck is the most famous food in Beijing. Hope you will enjoy the food tonight.

Mr. Evens: I have heard the saying: “You are not a true man if you don’t reach the Great Wall; It’s a great shame if you don’t taste the Beijing Roast Duck.” （不到长城非好汉，不吃烤鸭很遗憾。）We have felt the warmth and friendship of your company as soon as we set foot on your beautiful country. Thank you again for your warm reception and considerate arrangements.

Mr. Chen: I’d like to express, once again, our appreciation for honoring our company with your visit. I hope our cooperation will be fruitful and beneficial.

Mr. Evens: Sure. Mr. Chen, we look forward to our further meetings in the next two days.

Mr. Chen: To the friendship and success of our two companies.

Mr. Evens: To the health of everyone, cheers!

经典句型（每个句型请至少造3个句子。）

We’re very pleased to have the opportunity to meet such distinguished guests.

We’re very happy to…; We’re greatly honored to…; I’m very pleased to…

We look forward to our further meetings in the next few days.

To the friendship and success of our two countries.