

# Īmera i roto i te reo Māori Emailing in te reo Māori+



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## KUPU WHAKATAKI

Tēnā koe  
Tēnā kōrua/koutou  
E (insert name) (2-3 syllables) tēna koe  
Tēnā koe kei taku rangatira  
Tēnā koutou e hoa mā  
Ngā mihi o te wā/rā/ata/ahiahi  
Kia ora mai anō tātou katoa

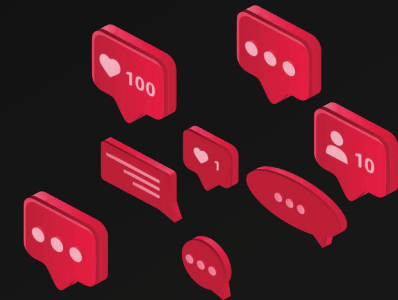
## KUPU WHAKAMUTUNGA

Ngā manaakitanga  
Noho ora mai  
Kia ora rawa atu  
Nāku noa nā  
Nāku iti nei, nā  
Noho ora mai rā me aku mihi nui atu  
Kei konā mai  
Kia rongo kōrero anō au i a koe  
Nā



## INTRODUCTIONS

Greetings to one  
Greetings to two/more  
(name) hello/ greetings to you  
Greetings to you (person of importance)  
Greetings my friends  
Greetings of the present time (day/ morning/ afternoon)  
Greetings to us all



## OUTRO

Best wishes  
Stay well  
Many thanks  
Yours sincerely  
Yours humbly, from  
My best wishes to you  
Goodbye and thank you  
Until I hear from you  
From



## HOW TO SAY

E tāpiri ake nei  
Kāore au i te wātea  
He hui anō tāku  
Me hui tahi tāua/ tātou  
Kei te pokea au e te mahi  
Kia manawanui mai

Please find attached  
I am unavailable  
I have another meeting  
I would like to meet with you/all  
I'm swamped with work  
Please forgive me, please be patient