

# POLITE OFFERS

## ENGLISH FOR MEETINGS

### The other

May I Take your coat?

Do you need some help with that?

Can I get you something to drink? Wine?

Beer? Tea?

Mineral water? Still or sparkling?

Do you take milk? Sugar?

### You

No problem.

Thank you, that's very kind of you.

I can manage, thank you.

Wine would be great, please.

Sparkling, if you have it, please.

Yes, please. With sugar, thanks.