

# Manners Words

what to say	when to say it
"Hello" (or "Hi")	When you first see someone
"Good-bye" (or "Bye")	When you or someone else is leaving
"Please"	When you want something
"Thank you"	When someone gives you what you want
"You're welcome"	When someone says "Thank you"
"Excuse me"	Whenever you bump into someone, need to get by people, or have to interrupt someone who's talking
"Yes, please"	When you want something being offered to you
"No, thank you"	When you don't want what's being offered
"I'm sorry"	When you hurt someone or make a mistake

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