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实用汉英口译 句句通

PRACTICAL MANUAL
OF ORAL
INTERPRETATION

● 上海交通大学出版社

实用汉英口译句句通

Practical Manual of Oral Interpretation

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内 容 提 要

《实用汉英口译句句通》旨在为准备参加中、高级口译资格证书考试的考生和有志于学习口译的自学者提供的口译训练用书。本书以句子为翻译单位,中英文对照,方便口译资格考试考生在临考前进行口译训练,也可以为希望继续提高口译能力的学习者创造学习条件。本书选材广、主题新、针对性强,其中部分内容选自英语口语资格证书考试。此外,本书的特色在于提供口译相关词汇,方便学生参考记忆,是一本提高口译技巧,帮助临考备战的参考书。

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前 言

随着中国经济的飞速发展,全球化进程的加快和国际之间的交往日益增加,英语作为一门国际通用语言,在国际交流中起着越来越重要的地位。在这样的社会形势下,我国各个领域都迫切需要懂专业、通英语的人才。为此,在北京、上海等处于改革开放前沿的地区率先推出了英语口译证书考试及其相应的培训项目,受到了广大职业人士的欢迎。2000年5月颁发的《高等学校英语专业英语教学大纲》将口译课列为必修课,充分说明口译在英语学习中所占的重要地位。

近年来,关于口译方面的教材和辅导书籍层出不穷,其中有相当多的一部分都只侧重于某一方面技能的培养,选用材料过时单调,实用性不强,忽略我国英语学习者的具体情况和英语实际水平。根据目前新形势的发展需要和中国学生学习英语的特点,我们编写了《汉英口译句句通》。

本书具有以下几方面的特点:(1)题材广泛,选取了外事接待、商务谈判、旅游观光、国际关系、人类环境等社会经济文化各个方面的主题,使学生能掌握口译的基本技巧,具备一定的口译能力,熟悉不同题材、形式的口译,能够较好地担任起生活接待、导游、会议、商务洽谈等口译任务。(2)选取体裁多样,有会议发言、商贸谈判、参观访问、宴会祝酒等,语言风格和措辞多样,可以让学生接触到各种语言风格,使学生在口译实践中更具有适应性。(3)编排时将相关词汇列在书页一侧,方便学习者查阅参考、记忆背诵,让学生掌握更多的相关词汇和表达方法,为口译实践打下坚实的基础。

在本书的编写过程中,我们参考选用了一些发表于报纸、杂志上的文章,在此向原作者表示衷心的感谢。编写中错误、疏漏之处在所难免,敬请各位读者和同行不吝赐教。

编者

2005年6月

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外事接待

机场迎接

报关用语

- 你这趟是商务还是旅游?
Are you traveling for business or pleasure?
- 请问你是因公到这里来的吗?
Are you here on business?
- 您的护照是观光签证。您将在哪儿逗留?
You have a tourist visa. Where will you be staying?
- 您是以什么身份过来旅行的?
On what status are you traveling?
- 有东西要申报吗?
Do you have anything to declare?
- 请您告诉我哪些东西是要申报的?
Could you tell me what things have duty on them?
- 欢迎你来到中国。请出示你的护照和入境申报表。
Welcome to China. May I see your passport and disembarkation card, please?
- 请出示海关申报表和健康申报表。
May I see your customs and health declaration forms, please?
- 对不起,这些物品必须缴税。
I'm sorry, but you'll have to pay duty on these items.
- 每人可以带两瓶免税的酒。
One can bring in two bottles duty-free.
- 旅客需要填写海关申报单,但在过海关时,工作人员一般也只是口头问问,很少开箱检查。
Filling out the Customs Declaration is required. At the customs, the officials often ask and seldom open the suitcases.
- 我已填好了申报表的所有栏目。
I've filled in those items listed in the form.
- 我所携带的东西只是一些衣物和我的笔记本电脑。
The only things I brought were some clothes and my notebook

journey/trip 旅行
business trip 商务旅行
organized tour 组团旅游
circular tour 环程旅行
tourism 旅游
package tour/inclusive tour
包办旅行
pleasure trip 游览,漫游
holiday 假期
excursion/outing 远足
hitchhiking/hitching 搭乘
itinerary 旅行指南
itinerary/route 旅行路线
expedition 远征,探险
passengers 旅客
excursionist/tripper/hiker 旅行者
tourist 旅游者
traveller 旅行者,旅游者
passport 护照
visa 签证
papers 证件
return journey/round trip 往返旅行
stopover 中途下车暂停
stage 停靠点,中间站
stay 停留
return 返回
departure at 9 a.m. 上午9时出发
arrival at 10 p.m. 夜10点抵达
delay 延期
travel agency 旅行社

computer.

- 我不知道哪些东西是要交税的。我有一小瓶香水和一些私人物品。

I don't know what is dutiable. I've a small bottle of perfume and just a few personal belongings.

- 我的护照和驾驶执照在这里。

Here is my passport as well as my driver's license.

- 我是一位总经理,被邀请过来参加在贵国举行的交易会。

I'm a general manager and I'm invited to attend the Fair here.

- 我来这里是为了探望亲戚。

I'm here to visit relatives.

- 请收好您的护照。

Take your passport, please.

- 行了。这是你的护照和海关申报表。你的体检表我得留下。

Okay. Here's your passport and your customs declaration.

I'll keep your health declaration.

- 海关的手续办完了。

That's all for customs formalities.

- 现在你的手续都办完了。祝你在这里过得愉快。

You're through now. Have a pleasant stay.

- 你的手续办完了。你可以去领行李了。

That's all. You may go and claim your baggage.

行李检查和托运

- 请打开你的行李。你有没有带刀子或锋利的物品?

Please open your bag. Are you carrying any knives or other sharp objects in your bag?

- 你有没有携带任何水果、蔬菜、鲜肉或植物进本国?

Did you bring any fruit, vegetables, fresh meats or plants into this country?

- 有没有人要求你们帮忙带任何东西?

Did anyone approach you to ask you to carry anything for them?

- 你们是自己整理行李的吗?

Did you pack your baggage yourselves?

- 可否请你打开这个大行李箱?

Would you please open this big suitcase?

- 你有多少行李要托运?

airline company 航空公司

traveller's cheque 旅行支票

ticket 票

single ticket 单程票

return ticket 往返票, 双程票

(美作: round-trip ticket)

fare 票价

half (fare)/half-price ticket

半票

passage 船费(包括膳费)

embarkation/embarcation 乘

船, 上船

disembarkation 下船

identity card 身份证

customs 海关

safe-conduct/pass 安全通行证

baggage 行李

compartment 行李舱

layover 短暂停留

connecting flight 中转航班

terminal (铁路、航线等的)终

点站

landing 着陆

check in 登记

shuttle 穿梭车

carry-on bag 随身携带的袋子

carry-on case 随身携带的箱子

hand baggage 手提行李

carry-on baggage 随身携带行

李

suitcase 旅行箱

trunk 大旅行箱

passport 护照

boarding 登机

conveyor belt 传送带

flight 航班

delay 延误

lounge 候机厅

How many pieces of baggage do you want to check in?

- 你有行李需要托运吗?

Do you have any baggage to check in?

- 对不起,我们必须检查一下这些药品。

I'm sorry, but we'll have to get the medication examined.

- 让我检查一下。没错。你们的护照仍然有效,机票也没有问题。

Let me see. Yes, your passports are still valid and your tickets are in order.

- 很抱歉给你造成不便。

I'm sorry for the inconvenience.

- 我没有带任何违禁品。

I don't have any contraband.

- 这是我谈生意要用的样品。

This is a sample that I need to take for business.

- 我有两个旅行箱,一个随身携带的包。

I have two suitcases and one carry-on bag.

- 我有两个行李箱要托运,这件要随身带着。

I have two suitcases to check in and this carry-on.

- 我们有六件行李,需要一位服务生协助帮忙。

We have six pieces of baggage. We are going to need the assistance of a bellboy.

- 请把所有行李放在磅秤上。

Please put all your baggage on the scale.

- 请把随身携带的行李放在传送带上。

Please put your carry-on bag on the belt/conveyor belt.

- 请把你的名字写在行李标签上。

Please write your name on the baggage tag.

- 你们最好把这些识别标签挂在行李上。

It's better to put these identification tags on the baggage.

- 每件行李上挂一个标签。

One baggage tag for each piece of baggage.

- 一切都办好了。我已经把两张行李提领存根贴在你们两人回程的机票上了。

You are all set. I've stapled your two baggage claim stubs to your return tickets.

- 小姐,这是你们的行李提领存根,还有你们的登记牌。

Here are your baggage claim stubs, miss. And your boarding passes.

gate 登机门

single-entry visa 一次性入境
签证

multi-entry visa 多次性入境
签证

entry visa 入境签证

entry formalities 入境手续

re-entry visa 再入境签证

exit visa 出境签证

transit visa 过境签证

the Customs 海关

customs baggage declaration
form 海关行李申报单

waiting hall 候机厅

terminal building 机场大楼

tourist visa 旅行签证

duty-free 免税

departure/take-off time 起飞
时间

foreign currency declaration
form 外币申报单

diplomatic passport 外交护照

round-trip ticket 往返票

information desk 问讯处

baggage tag 行李标签牌

baggage depositary 行李寄存
处

baggage claim 行李认领处

baggage handcart 行李手推车

dutiable goods/articles 应纳
关税物品

security check 安全检查

shuttle bus 班车

customs formalities 海关例行
手续

a chartered plane 包机

make a customs declaration 报
关

arrival time 到达时间

机场问路

- 请问免税商店怎么走?
Could you tell me where the duty-free shop is?
- 请问在哪里领取行李?
Could you tell me where I can claim my baggage?
- 劳驾,你能告诉我在哪里取行李吗?
Excuse me. Could you tell me where the baggage claim area is?
- 对不起,请问我在什么地方可以用港元兑换美元?
I'm sorry to trouble you, but where can I change some Hong Kong dollars into US dollars?
- 对不起,你知道卖纪念品的商店在哪里吗?
Excuse me, do you have any idea where the souvenir shop is?
- 对不起,请问我是不是在这里缴机场税?
Excuse me. Is this where I pay the airport tax?
- 我得把这张收据交给证照查验处,请问在哪里?
I should give the receipt to immigration. Can you tell me where it is?
- 我想买瓶水喝,你知道自动售货机在哪里吗?
I want to buy a bottle of water. Do you know where the vending machine is?
- 你要先经过护照检查站,然后向左拐,右手边最后一家就是。
You need to go through passport control first. Then turn left and it's the last shop on the right.
- 你乘手扶电梯到二楼,经过咖啡店,在靠右手边你就会看到的。
Take the escalator to the second floor, go past the coffee shop and you'll see it on your right.
- 自动售货机就在免税商店门口。你拐个弯就看到了。
The vending machine is at the door of the duty-free store. Turn this way and you'll find it.
- 出了电梯往左走。右边第一个门就是。
Come out of the elevator and go left. It's the first door on the right.
- 在大厅尽头下楼梯,然后转身,你就会找到了。
Go downstairs at the far end of the hall, then turn round, and you'll see it.
- 往那边走。沿着走廊往前走走到拐角地方,然后向左转。
It's that way. Go straight along the corridor till you come to

taxi stand 出租车候车处
boarding card 登机卡
state guests 国宾
former name 曾用名
vaccination/inoculation certificate 种痘/预防接种证书

flight/flying 飞行
ramp 舷梯
altitude/height 高度
air route/air line 航线
bumpy flight 不平稳的飞行
smooth flight 平稳的飞行
plane ticket 飞机票
extra flight 加航班
circling 盘旋
cruising speed 巡航速度
forced landing 迫降
economy class/tourist class 经济座
first class 头等舱
climbing/to gain height 爬升
connecting flight 衔接航班
speed/velocity 速度
top speed 最高速度
non-stop flight 连续飞行
to rock/to toss/to bump 颠簸
to taxi along 滑行
to lose height/to fly low 降低飞行高度
ceiling 上升限度
to face the wind 迎风
direct flight/straight flight 直飞
landing 着陆
to take off/take-off 起飞
to board a plane/get into a plane 上飞机
night service 夜航

the corner. Then make a left turn.

- 顺着走廊一直走到一个广告牌。

Follow the corridor until you come to an ad. post.

- 我也要去那里。我带你过去。

I'm going there myself. Let me lead you the way.

- 拐弯后在第二个转角处左转。你不会错过的。

Turn round and take the second turn on the left. You can't miss it.

迎接用语

- 很荣幸能认识你,怀特先生,欢迎你到中国来。

It is my pleasure to meet you, Mr. White. Welcome to China.

- 您好,我叫汤姆·史密斯,我一直在盼望和您会面。

How do you do? I'm Tom Smith. I've been looking forward to meeting you.

- 我们经理王先生让我转达对你的问候。他很抱歉不能亲自来接你。

Our manager Mr. Wang asked me to say hello to you. He's sorry he can't come over to meet you personally.

- 我想你还没见过我的同事张先生吧。这位是科克公司的张先生。

I don't think you know Mr. Zhang, my associate. This is Mr. Zhang from the Kirk Corporation.

- 请问您是国际贸易公司的约翰逊先生吗?我叫王刚,是科克电子公司的,我是到这里来接你的。

Excuse me, are you Mr. Johnson from the International Trading Co.? My name is Wang Gang. I'm from Kirk Electronic Corporation. I'm here to meet you.

- 我来给你介绍一下,这是我们的销售经理赵先生。

I'd like you to meet Mr. Zhao, Sales Manager of our corporation.

- 怀特先生,这是我们的开发部经理王先生。

Mr. White, this is our Development Manager, Mr. Wang.

- 怀特先生,我想把我们的技术工程师李先生介绍给你。

Mr. White, I'd like to introduce to you Mr. Li, Technical Engineer.

- 怀特先生,我可以把你介绍给我的同事魏先生吗?

Mr. White, may I introduce you to Mr. Wei, my colleague?

airsick 晕机

to get off a plane/alight from a plane 下飞机

hotel industry 旅馆业

hotel service 旅馆服务

guest house 宾馆

two-star hotel 二星级饭店

airtel 机场旅馆

motel 汽车旅馆

tourist cabin 汽车旅馆

boarding house 家庭化旅社

boatel 水上旅馆

hostel 招待所

permanent guest 长住客人

entrance hall 门厅

information desk 问讯处

reservation desk 预订处

lobby 大厅

executive lounge 业务客厅

cocktail lounge 酒吧间

revolving restaurant 旋转餐厅

gym and recreational center

健身房和娱乐中心

fitness center 健身中心

fire escape 太平梯

registration form 登记表

single room 单人房

mini suite 小型套房

executive suite 经理套房

two-bedroom suite 两卧室套房

family suite with three bedrooms 三卧室家庭套房

honeymoon suite 蜜月套房

president suite 总统套房

double room 双人床

a room with a balcony 有阳台的房间

- 我代表我们公司在这里接待你们,我感到非常高兴。
On behalf of our company, I would like to say how delighted we are to welcome you here.
- 很高兴和你认识。谢谢你来接我。
Pleased to make your acquaintance. It's very kind of you to have come.
- 您来机场接我真是太好了。
It's so kind of you to come and meet me at the airport.
- 这么麻烦你们,太感谢了。
Thank you for all your trouble.
- 你远道来接我真使我高兴。
It's very nice of you to come all the way to meet me.
- 你一切都为我安排就绪,想得真是太周到了。
It's very considerate of you to make all the arrangements for me.
- 这是您第一次来中国吗?
Is this your first trip to China?
- 这是你全部行李吗?
Is this all your baggage?
- 空中旅行怎么样?
How is your flight?
- 空中旅行很愉快吧?
Did you have a nice flight?
- 你好!旅途愉快吧,怀特先生?
How do you do? Did you have a nice flight, Mr. White?
- 经过这么久的长途旅行,你一定很疲倦了吧?
You must be very tired after such a long journey.
- 那么你觉得上海这个城市怎么样?
So, how did you find Shanghai?
- 您今晚有空吗?我们7点钟一起去吃晚饭吧。
Are you free for dinner this evening at 7 o'clock?
- 是的。一路很顺利,服务很周到,一切再好不过了。
Yes. The flight was smooth, and the service was good.
Things couldn't have been better.
- 是的,有一点。不过到明天就恢复过来了。
Yes, a little bit. But I'll be all right by tomorrow.
- 有点时差影响,过几天就会恢复过来的。
A little jet lag. I'll get over it in a few days.
- 坐飞机旅行我已经很习惯了。
I'm quite used to traveling by air.

a room facing the sea 朝海的房间
a room on the sunny side 朝南的房间
a room with bathroom en suite 带浴室的房间
reservationist 预订员
room clerk 客房管理员
transient 短期旅客
tourist party 团体旅客
room charge 房费
extra charge 额外收费
complimentary 免费
confirmation number 确认号码
special 优惠
buffet 自助餐
credit card number 信用卡号
reserve 预订
amenities 旅馆设备
check-in 登记入住
check-out 结账
cancellation 退房

hotel 旅馆
main entrance 大门
entrance hall 门厅
staircase/stairs/stairway 楼梯
lift/elevator 电梯
information desk 问讯处
reception office 接待室
balustrade/banisters 楼梯栏杆
corridor 过道
postal service 邮局服务处
shop 小卖部
shopping centre 商业中心区
department store 百货商店
children's goods store 儿童用品商店

- 很好。天气不错，一路上平安无事。
Pretty good. It's a fine day and the journey was uneventful.
- 飞行时间很长，而且有点颠簸，不过现在我觉得没事了。
The flight was very long and a little bumpy. But I feel all right now.
- 很好，飞行很平稳，但飞机在香港延误了一会儿。
Fine. It was very smooth, but we had a short delay in Hong Kong.
- 对，这是第一次。我一直期待着访问你们这个美丽的国家。
Yes, it's my first. I've been looking forward to visiting your beautiful country.
- 其实我来过中国，不过这是我第一次到上海。
Actually, I have been to China before, but this is my first time in Shanghai.
- 啊，这是个很美丽的城市，我很喜欢。我还喜欢这里的建筑，很迷人。
Oh, it's a beautiful city. I like it very much. I also love the architecture here. It's stunning.
- 我也不清楚，我觉得上海有点拥挤。
I'm not sure. I think Shanghai's a bit crowded for me.
- 啊，上海的饮食很好，我们每天晚上去不同的餐馆吃饭。
Well, the food in Shanghai is great. We ate out in different restaurants every night.
- 很不错，上海人很礼貌，愿意帮助人。
It's fine. The Shanghainese are very polite and helpful.
- 我们的车就在那边，我送你去宾馆。
We have a car over there to take you to your hotel.
- 经过十几个小时的飞行，您一定很累了。我们的车就停在外面，我们可以边走边谈。
You must be very tired after more than ten hours' flight. Our car is just waiting outside. We can talk on the way to the hotel.
- 不远，只有二十分钟路程。您这边请。
Not far away. It's about twenty minutes' drive. This way, please.
- 希望你在这里度过一段美好的时光。
I hope you'll have a wonderful time here.
- 希望你能在这里过得愉快。
I hope you'll have a pleasant stay here.

antique shop 古玩店
second-hand store 旧货店
counter 柜台
stall/stand 售货摊
show window 橱窗
show case 玻璃柜台
shelf 货架
cash desk/cashier's desk 收银处
price tag 标价签
prices are fixed, fixed prices 有定价
discount 折扣
change 零钱
to keep the bill 留发票
to wrap up 包装
free of charge 不收费
to deliver 送
be all sold out, out of stock 售空
shop assistant, salesman 售货员
saleswoman 女售货员
glassware counter 玻璃器皿部
enamel ware 搪瓷器皿
haberdashery 男子服饰用品
confectionery 糖果糕点
cosmetics 化妆用品
stationery 文具
fabrics 纺织品
dry goods 服装
ready-made clothes 成衣
men's wear 男装
women's wear 女装
underwear 内衣裤
sports goods/athletic equipment 体育用品
sundries 零星小物
toilet articles 盥洗用品

安排住宿

订房

- 先生,您要什么样的房间? 我们有单人间、双人房、套房和英式、罗马式、法国式的豪华套房和总统套房。

What kind of room would you like, sir? We have single rooms, double rooms, suites and deluxe suites in British, Roman, French or presidential style.

- 您喜欢两张单人床还是一张双人床?

Would you prefer twin beds or a double bed?

- 临街有一套双人房间,不知合不合您的意?

We have a double room looking on the street. Is it all right?

- 你是要有两张小号床的房间还是有一张大号床的房间?

Would you like two twin beds or one queen-sized bed?

- 您有确认过的预订单吗?

Do you have a confirmed reservation slip?

- 我们可以把您的名字登记在候房名单上,一旦有人退房就打电话通知您。您看这样行吗?

Would you like us to put you on our waiting list and call you in case we have a cancellation?

- 这个周末你们宾馆还有空房间吗?

Do you have a room available for this weekend?

- 顺便问一下,团体预订有优惠吗?

By the way, is there a special rate for a group reservation?

- 我们想改订一间单卧室的房间。

We'd like to change to a one-bedroom suite.

- 请为我预订一间带淋浴的单人房。

A single room with bath, please.

- 可能的话,我们宁愿要一套间而不要双人房。

We'll prefer a suite to a double room if possible.

- 我正在北京给你们打电话,我想在你们饭店预订一个房间。

I am calling from Beijing. I'd like to book a room in your hotel.

- 晚上好,我叫汤姆·史密斯。我已订了房间。

Good evening. My name is Tom Smith. I have a confirmed reservation.

- 我来查一下。我们在十楼还有几间房间。

towel 毛巾

handkerchief 手帕

toilet soap 香皂

shampoo 洗发香波

soap 肥皂

laundry soap 洗衣皂

soap powder 肥皂粉

soap flakes 肥皂片

medicated soap 药皂

detergent 洗衣粉

cleanser 去污粉

tooth paste 牙膏

tooth brush 牙刷

toilet mirror 梳妆镜

hair brush 发刷

hair vaseline 发蜡

cosmetics 化妆品

lipstic 口红,唇膏

face powder 粉

compact 粉盒

powder puff 粉扑

cold cream 香脂

vanishing cream 雪花膏

perfume/scent 香水

perfume spray 香水喷子

coat hanger 挂衣架

clothes-peg/clothes pin 晒衣夹

string bag/net bag 网兜

thermos bottle 热水瓶

cork 热水瓶瓶盖

travellers' water bottle/water

flask 旅行水壶

lunch box 饭盒

thread 线

needle 针

button 纽扣

zipper 拉链

key-ring 钥匙圈

Let me see. We have a couple of rooms on the tenth floor.

- 我查一下预订单,看是否有空房。

Let me check the reservation list and see if we have enough vacancy.

- 登记住宿的时间是从下午两点开始。如果你两点以前到,房间还没有准备好。

The check-in time is 2:00 p. m. If you get here before that time, the room won't be ready.

- 我把信用卡号码给你以便订一个房间。

Let me give you my credit card number to reserve a room.

- 你的确认号码是 50708。

Your confirmation number is 50708.

- 我们可以在那段时间为您预订两间双人房。

We can book you two double rooms for those dates.

- 对不起,单人客房只剩这一间了。我们宾馆差不多已经客满。

I'm sorry. That's the only single room available. We are practically full.

服务用语

- 对不起,让您久等了。

Sorry to have kept you waiting.

- 您光临我们宾馆我们很高兴。

We're very glad to have you here.

- 请问您是几号房间? 给我看一下您的房号好吗?

What's your room number? Could I have a look at your room number?

- 如有任何变动,请通知柜台,好吗?

If there is any change, could you notify the Front Desk, please?

- 还有什么需要我帮忙吗?

Is there anything else I can do for you?

- 先生,这些是你全部行李吗?

Are these all of your bags, sir?

- 你需要我把你的行李拿到你的房间吗?

Do you need me to take your bags to your room?

- 请在早上 8 点之前把行李放在房门口好吗? 服务员会来收取。

Could you please place your bags in front of your room door by 8:00 a. m. ? The bellman will pick them up.

- 我去帮你把行李拿出来,再把所有的行李都拿到你的房间去。

torch/flashlight 手电

bulb 灯泡

battery 电池

lock 锁

watch/wrist watch 表,手表

watch band 表带

watch chain 表链

clock 钟

alarm clock 闹钟

electric clock 电钟

umbrella 雨伞

parasol/sun umbrella 阳伞

knapsack 背包

handbag 女手提包

briefcase/portfolio 公事包

travelling bag 旅行包

suitcase 手提箱

trunk 大衣箱

magnifying glass 放大镜

binoculars 望远镜

hot-water bottle 热水袋

smoking set 烟具

lighter 打火机

jewelry/jewels 首饰,珠宝

jewel case 首饰盒

antique/curio 古玩

ornaments 装饰品

ring/finger ring 戒指

signet ring 印章戒指

necklace 项链

brooch 胸针

pendant 坠子

bracelet 镯子

chain bracelet 手链

ear ring 耳环

trinket 小饰物

safety-pin 别针

cuff-link 袖扣

diamond 钻石

- Let me get the bags for you and bring all of your bags up to your room.
- 请问您房内要使用闭路电视机吗?
Would you like closed-circuit TV in the room?
 - 这是房间钥匙。你们外出的时候,请将钥匙交给接待处,好吗?
Here's your room key. Would you please give the key to the reception desk when you go out?
 - 我可以给你们一间相当宽敞、装有空调的套间。
We have a very nice, spacious air-conditioned suite for you.
 - 房间的分机号码是和房号刚好相同的。
The extension number is just the same as your room number.
 - 这个房间正面对湖,而且十分宽敞。
This room is just facing the lake and is also quite spacious.
 - 我们有附送的自助早餐和免费停车。
We offer a complimentary buffet breakfast and free parking.
 - 晚餐大约十分钟就会送来。
You should receive your dinner in about 10 minutes.
 - 这里有一张我们旅馆的图。
Here is a map of our hotel.
 - 游泳池、健身房和桑拿浴室都在二楼。
The swimming pool, gym and sauna are all located on the second floor.
 - 如果你需要客房服务,就打电话拨0,那就会把你的电话接到服务台。
If you want to order room service, just press 0 on your phone, and that will connect you with the front desk.
 - 早餐后您用过本店的服务设施吗?
Have you used any hotel services since breakfast?
 - 请等一会儿,我和有关部门核对一下。
Just a minute, please. I'll check it with the department concerned.
 - 您应预付800美元的订金。
You should pay a deposit of \$800 beforehand.
 - 总共连税一起是600美元。这里有一张收费的明细表。
The total bill is \$600 including tax. Here is an itemized list of your expenses.
 - 目前一个带洗澡间的双人房要100到120美金。
A double room with bath at the moment would run you between \$100 and \$120.
- gold jeweleries 金饰
silver jeweleries 银饰
pearl 珍珠
imitation 仿制品
razor 剃刀
safety razor 保险剃须刀
electric razor 电剃刀
razor blade 刀片
shaving brush 剃须刷
shaving cream 剃须膏
comb 梳子
hair-brush 发刷
hair-net 发网
hair pin 发夹
hair oil/brilliantine 发油
hair lotion 生发水
pomade 发膏
hair drier 吹风机
hair-curler 卷发夹
electric clippers/electric shears 电推子
nail scissors 指甲剪
nail clipper 指甲夹
nail file 指甲锉
nail varnish/nail polish 指甲油
bar 酒吧间
verandah 外廊
hotel register 旅客登记簿
registration form 登记表
men's room 男盥洗室
ladies' room 女盥洗室
newsstand 售报处
lounge 休息厅
roof garden 屋顶花园
room number 房间号码
room key 房间钥匙
billiard-room 球房
dining-room/dining hall 餐厅

- 这房间 120 美元一晚。请问您打算用什么方式付款？
The room is US\$120 a night. How will you be paying?
- 如果方便的话，我来复印一下您的身份证好吗？
I'll make a print of your ID card, if that's okay.
- 这是您的账单和发票。
Here is your bill and receipt.
- 请留好这张收据，明天上午登记时要用。
Please keep this receipt and check in tomorrow morning.
- 请您填好这张表格，我来给你准备钥匙卡。
Please fill out the form while I prepare your key cards for you.
- 欢迎您入住我们宾馆。我们非常高兴您选择我们宾馆作为您的下榻处。
You are welcome to stay here. We are pleased that you have chosen our hotel as your accommodation place.
- 欢迎光临本店，我想再确定一下你们停留期间的时间安排。
Welcome to our hotel. I'd like to reconfirm the schedule for the period of your stay.
- 欢迎您再次光临东方宾馆。祝您在本店住得愉快。
Welcome to Oriental Hotel again. Please enjoy your stay.
- 我们将尽力使各位在访问期间舒适而愉快。
We'll try our best to make your visit a comfortable one.
- 希望您返程愉快。
Have a nice flight back.
- 我们希望你很快就会再来住。
We hope you'll come and visit us again soon.
- 我将随时为您效劳。
I'll be glad to be at your service anytime.

客人用语

- 你们对客人有什么优惠？
Do you have any specials for your guests?
- 你们对老年人优惠打折吗？
Do you offer senior citizen discounts?
- 周一到周五的价格会低些吗？
Are the rates lower during the week?
- 我的房间里有没有电脑插座？
Does my room have a computer socket?
- 你能确保会议室里有电视机和录像机吗？

cloak-room 存衣处
basement 地下室
cellar 地窖
broom closet 杂物室
sitting-room/living-room 起居
室
sofa 长沙发
settee 长靠椅；中小型沙发椅
swivel chair 转椅
rocking chair 摇椅
stool 凳子
bench 条凳
easy chair 安乐椅
wicker chair 藤椅
folding chair 叠椅
wardrobe 衣柜
built-in wardrobe/closet 壁橱
chest of drawers 五斗橱
bookshelf 书架
hat rack 帽架
rug 小地毯
carpet 大地毯
screen 屏风
tea table 茶几
desk 书桌
bookcase 书橱
armchair 扶手椅
single bed 单人床
double bed 双人床
cushion 垫子
bathroom 浴室
bath tub 浴盆
sheet 床单
bedspread 床罩
cotton terry blanket 毛巾被
pillow 枕头
twin beds 成对床
mattress 褥子
quilt 被