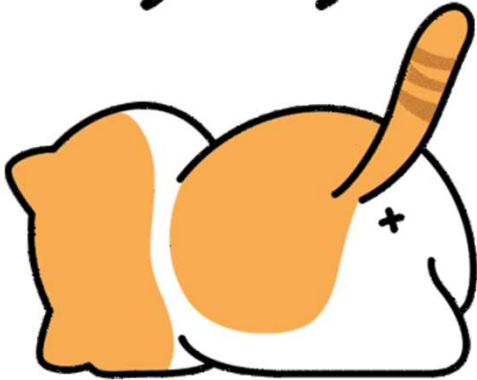# Saying 'goodbye'

Bye Bye

- What to say
- In what situations
- How to reply

'goodbyes'

The 'correct' goodbye will depend on:

- **Your social position** compared to the person to who you're saying 'goodbye'.
- Whether you are **staying or leaving.**
- Whether you are **starting** the 'goodbye' process or not.

Formal 'goodbyes' to a more important person

"I must leave now because .... Thank you for inviting me / listening to me / .... I appreciate your help" (you are starting the goodbye & you are the one leaving).

"Thank you for inviting me / listening to me / .... I've had a great / useful / helpful time" (you're responding & you're the one leaving).

"Thank you so much for coming .... I hope you enjoyed yourself / I hope I was able to help" (you are responding & they are the one leaving).

"Well, that's all {I wanted to ask**}. Feel free to go when you're ready."** (you are starting the goodbye & they are the one leaving).

If appropriate add '**I look forward to seeing you again soon'**

Semi-formal 'goodbyes'

"It was good talking with you" / "I'm sorry, I've got to rush off" / "I'm afraid I'm going to have to rush off" (you are starting the goodbye & you are the one leaving).

"I'm sorry, I'll have to ask you to go now because ....." (you are starting the goodbye & you are the one staying).

"Thank you for coming" (you are the one staying).

"Have a good day / evening / weekend" (NOT a **"nice"** day)

"It's been lovely to see you"

"It was great to see you"

Informal 'goodbyes'

"Take care"

"Bye" / "Bye-bye" / "Good bye"

"See you later"

"Enjoy yourself" (often when a staying person is speaking to a person leaving to engage in some activity)