

## LESSON NOTES

# Beginner S6 #9

## Making a Formal Request in Japanese

---

## CONTENTS

- 2 Kanji
- 2 Kana
- 3 Romanization
- 4 English
- 4 Vocabulary
- 5 Sample Sentences
- 6 Vocabulary Phrase Usage
- 7 Grammar
- 10 Cultural Insight

# 9



5. kachō: みなさん、ちょっときいてくれますか。  
 こちらは、ジョシュアさんです。きょう、うちのかいしゃにはいりました。  
 じゃ、ジョシュアさん、じこしょうかいをしてもらえますか。
6. ジョシュ: え？ちょっと・・・あの・・・まってもらえませんか。  
 ちょっと、かきます。
7. ジョシュ: はい。だいじょうぶです。  
 ジョシュア・ブラウンともうします。ジョシュとよんでください。  
 えいぎょうのしごととははじめてですが、がんばりたいとおもいます。  
 よろしくおねがいたします。

## ROMANIZATION

1. KACHŌ: Kore o yoku yonde, inkan o oshite moraemasu ka.
2. JOSHU: A, inkan ga naindesu ga....
3. KACHŌ: Ja, shomei shiet kuremasu ka.
4. JOSHU: Hai.
5. KACHŌ: Mina-san, chotto kiite kuremasu ka.  
 Kochira wa, Joshua-san desu. Kyō, uchi no kaisha ni hairimashita.  
 Ja, Joshua-san, jikoshōkai o shite moraemasu ka.
6. JOSHU: E? Chotto... Ano... matte moraemasen ka.  
 Chotto, kakimasu.

CONT'D OVER

7. JOSHU: Hai. Daijōbu desu.  
Joshua Buraun to mōshimasu. Joshu to yonde kudasai.  
Eigyō no shigoto wa hajimete desu ga, ganbaritai to omoimasu.  
Yoroshiku onegai itashimasu.

## ENGLISH

1. SECTION CHIEF: After you read this carefully, can I get you to stamp it with your personal seal?
2. JOSH: Um, I don't have a personal seal...
3. SECTION CHIEF: Then can you sign it?
4. JOSH: Yes.
5. SECTION CHIEF: Everyone, can you listen for a moment?  
This is Joshua. As of today, he has joined our company.  
So, Joshua, can I ask you to introduce yourself?
6. JOSH: Huh? Um...er...can you wait a moment?  
I'm going to write it down.
7. JOSH: All right, I'm ready.  
My name is Joshua Brown. Please call me Josh.  
This is my first sales job, and I intend to do my best.  
I'm very pleased to make your acquaintance.

## VOCABULARY

Kanji	Kana	Romaji	English
よく	よく	yoku	well, very, often; Adv
初めて	はじめて	hajimete	first time

営業	えいぎょう	eigyō	business, sales
呼ぶ	よぶ	yobu	to call; V1
自己紹介	じこしょうかい	jiko shōkai	self-introduction
書く	かく	kaku	to write;V1
うち	うち	uchi	we (referring to one's in-group)
署名	しょめい	shomei	signature
押す	おす	osu	to push, to press, to stamp;V1
印鑑	いんかん	inkan	stamp, seal, personal seal
読む	よむ	yomu	to read;V1
頑張る	がんばる	ganbaru	to try one's best, to hang in there;V1

## SAMPLE SENTENCES

<p>よくできました。 <i>Yoku dekimashita.</i></p> <p>Well done.</p>	<p>日本は初めてですか。 <i>Nihon wa hajimete desu ka.</i></p> <p>Is this your first time in Japan?</p>
<p>新しい営業時間は午前8時から午後6時までです。 <i>Atarashii eigyō jikan wa gozen 8-ji kara gogo 6-ji made desu.</i></p> <p>Our new business hours are from 8:00 AM to 6:00 PM.</p>	<p>ジョナサンと呼んでください。 <i>Jonasan to yonde kudasai.</i></p> <p>Please call me Jonathan.</p>
<p>自己紹介をおねがいします。 <i>Jikoshōkai o onegai shimasu.</i></p> <p>Please introduce yourself.</p>	<p>お名前、ご住所、お電話番号を書いてください。 <i>O-namae, go-jūsho, o-denwa-bangō o kaite kudasai.</i></p> <p>Please write your name, address and phone number.</p>

<p>うちの社長はいい人だ。 <i>Uchi no shachō wa ii hito da.</i></p> <p>Our (company) president is a really nice person.</p>	<p>署名お願いします。 <i>Shomei o-negaishimasu.</i></p> <p>Your signature please.</p>
<p>このボタンを押して、ムービーを再生してください。 <i>Kono botan o oshite, mūbī o saisei shite kudasai.</i></p> <p>Press this button to play the movie.</p>	<p>ここに、印鑑をおねがいします。 <i>Koko ni inkan o onegaishimasu.</i></p> <p>Please stamp your personal seal here.</p>
<p>どんな本を読みますか。 <i>Donna hon o yomimasu ka.</i></p> <p>What kind of books do you read?</p>	<p>頑張ってください。 <i>Ganbatte kudasai.</i></p> <p>Do your best.</p>

## VOCABULARY PHRASE USAGE

### **yoku (よく) "well," "properly"**

*Yoku* also means "often" or "frequently"; however, in this dialogue, *yoku* means "well" or "properly."

#### **For Example:**

1. *Sono namae o yoku kikimasu.*  
その名前をよく聞きます。  
→ "I **often** hear that name."
2. *Yoku kiite kudasai.*  
よく聞いてください。  
→ "Please listen **carefully**." (The literal translation is "Please listen **well**.")

### **eigyō (営業) "sales," "business transaction," "operation"**

Please also note these vocabulary words we frequently use that contain *eigyō*.

#### **For Example:**

1. *eigyō-jikan*  
営業時間  
"business hours," "opening hours"

2. *eigyō-bi*  
営業日  
"business day"
3. *eigyō-chū*  
営業中  
in business, "We're open"
4. *eigyō-seiseki*  
営業成績  
"sales results"

***uchino kaisha* (うちの会社) "my company," "our company"**

*Uchi* means "house" or "home," but it also describes one's family or a group to which someone belongs. In this dialogue, *uchi* in *uchi no kaisha* means "I" or "we," so *uchi no kaisha* means "my company" or "our company." *Uchi no* sounds colloquial than *watashi no* or *watashitachi no*.

**For Example:**

1. *uchi no haha*  
うちの母  
"my mother," "our mother"
2. *uchi no gakkō*  
うちの学校  
"my school," "our school"

**--- to yonde kudasai (---と呼んでください)**

You can introduce your nickname by adding quotation particle *to* and *yondekudasai* ("please call [me]") to your nickname.

**For Example:**

1. *Jenifā desu. Jenī to yonde kudasai.*  
ジェニファーです。ジェニーと呼んでください。  
"I'm Jennifer. Please call me Jenny."

## GRAMMAR

## The Focus of This Lesson Is How to Make a Request.

*Inkan o oshite moraemasu ka.*

印鑑を押してもらえますか。

"Can I get you to stamp it with your personal seal?"

---

In this lesson, you'll learn several new ways of making a request using *morau* and *kureru*. You'll also review the usage of *-te kuremasu ka*.

### How to Ask for an Item Using *Kureru* or *Morau*

---

We can use the verbs *kureru* and *morau* to ask for an item.

#### Formation

---

##### **Kureru**

When asking for something very politely, we use *kudasaru*, the honorific form of the verb *kureru*. Please note that the *-masu* form of *kudasaru* is not *kudasarimasu* but *kudasaimasu*.

- Very informal: [Item you want] + *o* + *kure*
- Informal: [Item you want] + *o* + *kureru?*/*kurenai?*
- Formal: [Item you want] + *o* + *kuremasu ka*/*kuremasen ka*
- Very formal: [Item you want] + *o* + *kudasaimasu ka*/*kudasaimasen ka*

##### **Morau**

When asking for something, *morau* changes to its potential form *moraeru*, "can receive." In very formal situations, we use *itadaku*, the humble form of the verb *morau*.

- Informal: [Item you want] + *o* + *moraeru?*/*moraenai?*
- Formal: [Item you want] + *o* + *moraemasu ka*/*moraemasen ka*
- Very formal: [Item you want] + *o* + *itadakemasu ka*/*itadakemasen ka*

## Sample Sentences

---

1. *Reshīto o moraemasu ka.*  
レシートをもらえますか。  
"Can I have the receipt?"
2. *Sumimasen. O-hashī o kuremasen ka.*  
すみません。おはしをくれませんか。  
"Excuse me. Can you give me some chopsticks?"

## How to Ask Someone to Do Something Using *Kureru* or *Morau*

---

The verbs *kureru* and *morau* become helping verbs when they follow the *te* form of a verb.

### Formation

---

#### **Te Form After Helping Verb *Matte* (待つて)**

#### **Formality**

*kure.*  
(くれ。)

very informal

*kureru.*  
(くれる。)

very informal

*kurenai.*  
(くれない。)

informal

*moraeru.*  
(もらえる。)

informal

*moraenai.*  
(もらえない。)

informal

*kuremasu ka.*  
(くれますか。)

informal

*kuremasen ka.*  
(くれませんか。)

formal

<i>moraemasu ka.</i> (もらえますか。)	formal
<i>moraemasen ka.</i> (もらえませんか。)	formal
<i>kudasaimasu ka.</i> (くださいますか。)	formal
<i>kudasaimasen ka.</i> (くださいませんか。)	very formal
<i>itadakemasu ka.</i> (いただけますか。)	very formal
<i>itadakemasen ka.</i> (いただけませんか。)	very formal

## Sample Sentences

---

## Reference

---

Please also review the following grammar points.

- *kureru, morau* ⇒ Beginner Series Season 5 Lesson 19
- *-te kureru* ⇒ Beginner Series Season 6 Lesson 7
- *-te morau* ⇒ Beginner Series Season 6 Lesson 8
- *-to omou* ⇒ Beginner Series Season 4 Lesson 36
- Humble language ⇒ Beginner Series Season 5 Lesson 24
- Honorific language ⇒ Beginner Series Season 5 Lesson 25

## CULTURAL INSIGHT

## *inkan* (印鑑) "personal seal"

---

*Inkan* is a "registered ink seal" or "stamp" we use as a form of written identification. We commonly use it instead of a handwritten signature on official documents in Japan. There are different words to refer to an ink seal, such as *hanko*, *in*, *han*, *inshō*, and so on. We use the verb *osu*, meaning "to push," to mean "to stamp something."

### For Example:

1. "to stamp a seal" or "to affix a seal"  
→ *inkan o osu* (印鑑を押す)

## *shomei* (署名) "Signature"

---

*Shomei* is a "handwritten depiction of someone's name." When we don't carry or possess an *inkan* stamp, we can use our signature as a substitute. The verb for "to write one's signature" is usually *suru*, meaning "to do."

### For Example:

1. "to write one's signature"  
→ *shomei o suru* (署名をする)