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A: Good afternoon, Sales Department. May I help you? 下午好，销售部，我能帮你什么忙吗？
B: Could I speak to Mr. Bush, please? 可以和Bush先生说话吗？
A: I ' ll see if he is available. Who shall I say is calling, please? 我要看一看他是否在。请问我得告诉他谁打来的？
B: John Smith.
A: Hold the line, please. Mr. Bush is in a meeting with the Managing Director at the moment, I ' m afraid. Can I help you? 请别挂机，Bush先生正在和总经理开会，我可以帮你忙吗？
B: Well, I want to discuss with him the new contract we signed last week. 好的，我想跟他讨论一下我们上星期签订的合同。
A: I don ' t think the meeting will go on much longer. Shall I ask him to call you when he is free? 我想会议不会开得太久，我让他有空给你打电话，好吗？
B: Yes, that would be easiest. 是的，那样最好了。
A: Could I have your name again, please? 请再一次告诉我你的姓名，好吗？
B: Yes. It ' s John Smith. 好的，我叫John Smith。
A: And the number? 电话号码呢？
B: 021-64358796
A: OK. You ' ll be hearing from Mr. Bush later in the morning then, Mr. Smith. 好的，Smith先生，早上早些时候，你会收到Bush先生的电话。
B: Thank you for your help. Good-bye. 谢谢你的帮助，再见。
A: You are welcome. Good-bye. 别客气，再见。

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