

Greetings & goodbye

and a little inbetween

Meeting clients for the first time is an opportunity to use your Te Reo Māori – have a go at some of these phrases.

Beginnings

Tēnā koe	Greeting to one (<i>formal</i>)
Kia ora	Greeting to one (<i>informal</i>)
Kei te manukura, tēnā koe	Dear Sir/Madam (<i>very formal</i>)
Tēnā koe Mikaere	Dear Michael
Tēnā kōrua	Greeting to two (<i>formal</i>)
Kia ora kōrua	Greeting to two (<i>informal</i>)
Tēnā koutou	Greeting to Three + (<i>formal</i>)
Kia ora koutou	Greeting to Three + (<i>informal</i>)
Tēnā koe e hoa	Greeting to a friend (<i>formal</i>)
Kia ora e hoa	Greeting to a friend (<i>informal</i>)
Mōrena or Ata mārie	Good morning

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Online Meetings

Hui ā-ataata	Video conference
Hui topa	Zoom
Hui tīma	Teams
Kei konei tātou katoa?	Are we all here?
Whakarahia te tangi	Turn up the volume
Whakaitia te tangi	Turn down the volume
Me tīmata tātou	Let's begin everyone
Tukuna mai te tono hui	Send me the meeting invite
Kua raru taku hononga	My connection is bad/poor
Tukuna te tono hui ki a ...	Send ... the meeting invite
Kua ngū tō reo	You're on mute
Whakakāngia tō ataata	Turn on your video
Ka whakaaturia e ahau taku mata rorohiko	I will show/present my screen
Tiria tō mata rorohiko	Share your screen
Whakawetohia tō ataata	Turn off your video

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Other Phrases

Ata mārie, mōrena	Good morning
He kawhe māu?	Would you like a coffee?
He tī māu?	Would you like a tea?
He wai māu?	Would you like a water?
He huka? He miraka?	Sugar? Milk?
Āe, taihoa mai koa	Yes, one moment please
Āe, engari kāore ia i te wātea i tēnei wā	Yes, but unfortunately s/he is busy at the moment
Tukuna he īmera ki a ia	Send him/her an email
Me hui tahi tāua	I would like to meet with you
Me hui tahi tātou	I would like to meet with you all
Me haere tāua ki te kai rānui?	Shall I meet you (one person) for lunch?
Me haere tātou ki te kai rānui?	Shall we (more than one person) meet for lunch?
Ki hea?	Where?
Kua pau te pepa o te pūrere tā	The printer is out of paper

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Other Phrases

He pene tāu hei mino mai?	Do you have a pen I can borrow?
Āe, he pene āku	Yes, I have a pen
Ngā mihi	Thank you
Ngā mihi nui	Thank you very much
Ngā mihi maioha	Thank you with appreciation
Kei te aroha atu	Sorry, I'm sorry, my apologies
Kei te pēhea koe?	How are you? (one person)
Kei te pēhea kōrua?	How are you? (two person)
Kei te pēhea koutou?	How are you? (three or more people)
Kei te pai	I'm well
Kei te tino pai	I'm very well
Kia manahau!	Enjoy!
Ka mau te wehi!	Awesome! Fantastic!
Mere Kirihimete	Merry Christmas

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Endings

Nāku noa, nā	Yours sincerely (one signatory)
Nā māua noa, nā	Yours sincerely (two signatories) (very formal)
Nā mātou noa, nā	Yours sincerely (three signatories)
Heoi anō tāku mō nāianeī	That is all for now
Ka kite (anō)	See you (again)
Ngā manaakitanga	With best wishes
Ngā mihi	Kind regards or thank you
Kia ora	Thanks
Kia ora rawa atu	Many thanks
Noho ora mai	All the best
Hei āpōpō	See you tomorrow
Hei te Rāhina	See you on Monday
Nā	From
Nāku, nā	Yours faithfully
Hei konā mai	Goodbye for now
Mā te wā	Bye for now, see you later

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Endings

Noho ora mai	Stay well, look after yourself, goodbye
Kia pai tō rā	Have a nice day
Kia pai tō kōrua rā	Have a nice day (two people)
Kia pai tō koutou rā	Have a nice day (three or more people)
Kia pai ō tō rā whakatā	Have a great weekend!