



English Talkies

Hotel Booking Guide

Language: English | Level: A2

Learn key vocabulary and expressions for booking hotel rooms. Master polite requests and hotel-specific terminology.

Essential Vocabulary

Word	Definition	Example
reservation	A booking for a room or service	I made a reservation for tonight
available	Free to use or book	Is the room available tonight?
check-in	Arrival time at hotel	Check-in is at 3 PM
check-out	Departure time from hotel	Check-out is at 11 AM
single room	Room for one person	I need a single room please
double room	Room for two people	We want a double room
amenities	Hotel facilities and services	What amenities do you offer?
rate	Price per night	What's the nightly rate?
vacancy	Available room	Do you have any vacancy?
confirm	To verify or make certain	Please confirm my booking
suite	Large luxury hotel room	The suite has a living room
deposit	Money paid in advance	We require a deposit
cancellation	Ending a booking	What's your cancellation policy?
receipt	Proof of payment	May I have a receipt?
upgrade	To get a better room	Can you upgrade my room?

Key Phrases

I'd like to make a reservation → I'd like to make a reservation | **Do you have any rooms available?** → Do you have any rooms available? | **What's included in the rate?** → What's included in the rate? | **I have a reservation under...** → I have a reservation under... | **Could I get a late checkout?** → Could I get a late checkout? | **Is breakfast included?** → Is breakfast included?

Grammar Rules

- Polite requests with modals: Use 'could', 'would', or 'may' for polite hotel requests. This shows respect and professionalism in hospitality contexts.
- Prepositions with time: Use 'on' for specific dates, 'for' for duration, and 'at' for specific times. Correct preposition use is essential for clear communication.
- Present perfect for experience: Use present perfect to describe hotel experiences without specific times. It's common when discussing preferences or general experiences.
- Question formation for information: Use WH-questions to get specific hotel information. Start with what, when, where, how much for different types of details.
- Articles with hotel amenities: Use 'a/an' for single amenities and 'the' for specific hotel features. Articles help specify what you're referring to clearly.
- Future with 'will' for promises: Hotel staff use 'will' to make promises about service. Guests can also use 'will' for future arrangements and commitments.

Study Tips

- Practice with real hotel websites
- Learn common amenity names
- Study cancellation policies