

CHART 6

Never Say No

Stock phrases for communicating a negative response without saying “no”.

- **In response to an invitation:**

As much as I would love to attend, my calendar is already over-scheduled for that week.

- **In response to a statement that may have some truth to it:**

Be that as it may, it doesn't change the fact that I'm not able to provide you with a loan at this time.

- **In response to someone asking you to do something that actually benefits them more than you:**

Thank you for thinking of me. Unfortunately, I am not able to take advantage of your kind offer.

- **In response to someone you care about and to whom who you genuinely wish you could say yes:**

If I could I would. I really value our relationships and wish the situation was different.

- **In response to someone asking for yet another favor:**

Although I've been able to help you out in the past, this time I just don't have the bandwidth.

- **In response to a somewhat unreasonable request:**

I'm sure you understand that I receive many similar requests and that I'm just not able to be of help at this time.

- **In response to someone who uses flattery to get you to accept their request:**

I'm flattered and at the same time I'm not able to accept your gracious offer.

- **When you are genuinely sorry that you must decline:**

I'm so sorry that this isn't going to work out. I hope it might in the future.