



10 BUSINESS ENGLISH PHRASES WITH PHRASAL VERBS

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COUNT ON

=

to rely or depend on someone or something with confidence, especially in terms of expecting them to fulfill their obligations, meet expectations, or provide assistance when needed.



“ You can **count on** our company to deliver high-quality products and exceptional customer service. ”

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FALL THROUGH

=

refers to the failure or collapse of a planned or anticipated agreement, transaction, or arrangement. We often talk about plans, partnerships, or deals falling through.



“
The deal **fell through**, but
we're working on finding
another solution.
”

FACT

is entered into _____ with an address of _____ (the "Seller") and _____ (the "Buyer"), also individually referred to as "Party," and _____ with an address of _____ (the "Elected distributor of the following product(s): _____ (the "Goods").

to purchase the aforementioned _____ agree as follows:

The Seller shall make **available for sale** and the Buyer shall purchase _____ (the "Goods").

The Seller shall deliver the Goods to the Buyer at _____ above-referenced location. The shipping method shall be _____ the Buyer will only be responsible for shipping costs up to _____.

The Seller agrees to sell the Goods to the Buyer for _____ will provide an invoice to the Buyer at the time of delivery. _____ percent (5%) late payment penalty.

The Buyer is entitled to inspect the Goods upon delivery. _____ for any reason, the Buyer must reject them at the time of _____.

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FILL SOMEONE IN ON SOMETHING

=

to provide someone with
detailed information or updates
about a particular situation,
project, or event.



“ Before the meeting, please **fill me in on** any important updates or changes that I should be aware of. ”

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SOUND SOMEONE OUT

=

- to find out the person's opinion about something
- to gather information, opinions, or reactions from someone regarding a particular idea, proposal, or situation.



“ I'll sound them out first to see if they're open to the idea. ”



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HOLD OFF ON

=

to delay or postpone an action,
decision, or activity.

This can be done to gather more
information or wait for more
favorable conditions before moving
forward.



“

Let's **hold off on** launching the product until we can analyze the market and make a good decision.

”

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TRACK SOMETHING DOWN =

to search for and locate something or someone, often through a process of investigation, inquiry, or research.



“

We need **to track down** the missing documents before the meeting tomorrow.

”

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TO TEAM-UP

=

to collaborate or join forces
with someone or a group of
people to work together
towards a common goal or
objective.



“

We should **team up with** the marketing department to launch a successful promotional campaign for our new product.

”



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HEAD UP

=

to be in charge or take the lead in managing a particular project, department, or initiative. It involves assuming a position of authority and responsibility, overseeing and directing the activities, and making important decisions related to the assigned area.



“

I have been appointed
to head up the sales
division and drive our
market expansion
strategy.

”

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TO RULE SOMETHING OUT

=

to eliminate or exclude a particular option, possibility, or course of action from consideration. It involves determining that something is not feasible, suitable, or viable based on various factors or criteria.



IMPACT

Management matrix

> 15% of the annual turnover				
10-15% of the annual turnover	High	Better & Cheaper Competitor Product		
5-10% of the annual turnover	Medium	Technology not feasible	Technology too expensive	Product not ready for Expo
1-5% of the annual turnover	Low		Key supplier goes out of business	Tough deadline cause quality problems
		Very unlikely	Possible	Likely
				Almost Certain

“ We need **to rule out** any potential risks before proceeding with the new investment. ”

Better & Cheaper Competitor Product

Technology not feasible

Technology too expensive

Product not ready for Expo

Key supplier goes out of business

Tough deadline cause quality problems

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TO CALL OFF

=

to cancel a planned event, activity,
or arrangement.



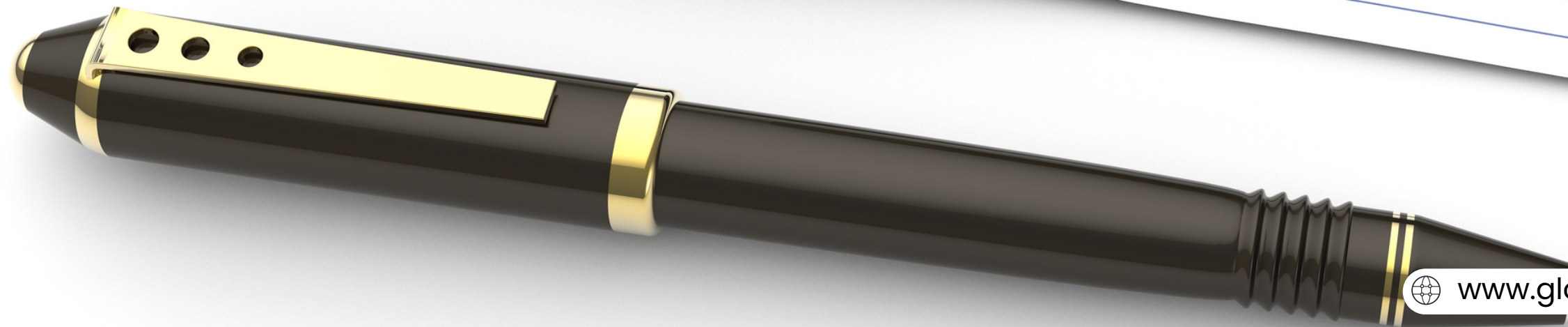
“

The construction project **was called off** due to budgetary constraints and changing priorities.

”

CONTRACT

CANCELLED
CANCELLED
CANCELLED



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