

■■ FluentMinds Podcast – Episode 2D:

Top English Phrases for Talking to Clients Naturally – FluentMinds Podcast Ep 2D

[Alex – calm, confident tone]

Ever freeze up when talking to a client?

No script. No time to think. Just... pressure?

Good. You're in the right place.

This episode will give you the exact phrases that fluent professionals use when responding to client requests, setting e

Let's do it — Episode 2D of the FluentMinds Podcast starts now.

■ Phrase 1: "Let me double-check and get back to you."

[Alex]

Here's the situation: A client asks a question — but you're not 100% sure.

Don't guess.

Don't freeze.

Say this instead:

■ "Let me double-check and get back to you."

You're being careful, clear, and professional. You're not ignoring them — you're just giving yourself room to answer pr

[Sam]

"Let me double-check and get back to you."

[Alex]

Now say it with rhythm — not robotic:

■ "Lemme double-check... and get BACK to you."

[Sam]

"Lemme double-check... and get BACK to you."

[Alex]

Perfect. You sound responsible — not rushed.

Try these, too:

■ "I'll look into that and follow up shortly."

■ "Let me confirm and circle back to you."

■ Phrase 2: "What would work best for you?"

[Alex]

Next: You're scheduling, offering options, or trying to be flexible.

The best move? Put the ball in their court.

■ "What would work best for you?"

It's polite. It's smooth. It's pro-level collaboration.

[Sam]

“What would work best for you?”

[Alex]

Now reduce the “would” and say it with flow:

■ “Whawuh work best for you?”

[Sam]

“Whawuh work best for you?”

[Alex]

Nice. You sound client-friendly — not robotic.

Let’s try some natural alternatives:

■ “What’s most convenient on your end?”

■ “Would you prefer Thursday or Friday?”

■ Phrase 3: “Just to clarify…”

[Alex]

Let’s say a client gives you feedback… but it’s vague.

You don’t want to assume. You don’t want to guess.

You need clarity — without sounding defensive.

■ “Just to clarify…”

[Sam]

“Just to clarify, you mean the new version of the file?”

[Alex]

Great. But now connect it more:

■ “Justa clarify…” (all one breath — don’t punch the “to”)

[Sam]

“Justa clarify, you mean the new version of the file?”

[Alex]

Perfect. Try these too:

■ “So just to make sure we’re on the same page…”

■ “Let me make sure I’ve understood correctly…”

■ Phrase 4: “Thanks for flagging that.”

[Alex]

And finally — appreciation.

A client points out an error or gives feedback.

This phrase keeps you professional, even when something went wrong.

■ “Thanks for flagging that.”

[Sam]

“Thanks for flagging that — I’ll get on it right away.”

[Alex]

Now give it some tone:

■ Drop slightly on “that” — don’t let it sound sarcastic.

[Sam]

“Thanks for flagging that.”

[Alex]

Nice. You’re owning it.

Try these too:

■ “I appreciate you bringing that to my attention.”

■ “Good catch — I’ll take care of it.”

■ Quick Recap — Say it with us

[Alex & Sam together]

“Let me double-check and get back to you.”

“What would work best for you?”

“Just to clarify…”

“Thanks for flagging that.”

[Alex]

You sound fluent — because you’re acting fluent.

This episode isn’t just about phrases — it’s about mindset.

Talk like a pro. Own your message. Be the kind of communicator clients remember — for all the right reasons.

■ Next Time...

In Episode 3A, we’ll show you how to master job interviews in English — from self-introductions to confident answers.

Until then, remember:

■ Fluent doesn’t mean perfect — it means effective.