

Thirty Ways to Say No

Here are some clear phrases for any situation.

No! Not Now, Not Ever

- I. I am not available then.
- 2. I cannot give that the attention it deserves.
- 3. That will not work for me.
- 4. Thanks for the offer, but I have to decline.
- 5. No, thank you.
- 6. That is not possible.
- 7. I cannot say yes to that.
- 8. I would rather not.
- 9. I am already focused on ABC.
- 10. I can't.
- II. It sounds wonderful, but I have to say no.
- 12. Thank you for asking, but I need to decline.
- 13. It's absolutely not possible.

Not Now, but Another Time

- 14. That could work if it can be in June, but not this month.
- 15. If it is important that I attend, let's plan for next week.
- 16. I would love to attend, but I cannot make that date.
- 17. It is not a priority for me right now.
- 18. I have other priorities I have to put first.
- 19. I cannot do that until October, but a member of my team could sooner.
- 20. I would love to meet you, but until my product launches, that needs to be my priority. Let's get back in touch after November.
- 21. I am not prioritizing that right now, but next year perhaps.
- 22. I have made a commitment to x for the next month. Perhaps next month?

Not That Way, but My Way

- 23. If your goal is this, how about we approach it this way?
- 24. Why did you choose that way? Are you open to other ideas?
- 25. I could say yes if you are open to approaching it a different way.
- 26. If you explain why that is your solution, I will explain an alternative.
- 27. My experience tells me that won't work, have you considered . . .
- 28. I don't want to do it that way. Can we try this instead?
- 29. I am interested, but I want to do it my way, is that an option?
- 30. I agree with what you want to do, but I want to change how it's done. Is that possible?

This is an extract from Val Wright's first book *Thoughtfully Ruthless: The Key to Exponential Growth*, Wiley. Named Best business book by Independent Press Award and NYC Book Awards 2017. Download a free Thoughtfully Ruthless® Assessment and sample chapter: www.thoughtfullyruthless.com

