

The Boundary Language Cheat Sheet

Sometimes, the hardest part is knowing what to say.



You don't need a perfect comeback.
You need a professional sentence you can actually use.
When a professional interaction starts feeling a little too personal, uncomfortable, or unclear, having the right words matters.



Save these phrases for the moments when you need to redirect a conversation without overexplaining yourself.



01.	When the conversation gets too personal:	"I'd prefer to keep our relationship professional."
02.	When someone shifts the conversation away from business:	"Let's keep this focused on the project."
03.	When you're invited somewhere you're not comfortable attending:	"Thank you for the invitation, but I'll have to decline."
04.	When communication starts becoming too casual:	"I'm most comfortable keeping our communication work-related."
05.	When expectations are unclear:	"Could you clarify what you have in mind?"
06.	When you need time before committing:	"Let me review this and get back to you."
07.	When someone asks for something outside the agreement:	"That's outside the scope of what we discussed."
08.	When someone pushes after you've already said no:	"My position hasn't changed, but I appreciate your understanding."
09.	When a conversation needs to be brought back on track:	"I'd like to bring us back to the original objective."
10.	When you need to establish a clear limit:	"That doesn't work for me, but I'm happy to discuss an alternative."