IVR & On-Hold corporate & narration scripts

30 practice scripts from VO Journey Academy. Free to record, free to use in your reel. Download the PDF to mark up in the booth, or print it straight from here.

Bayberry Family Dental Main Menu

IVR menu, dental office · Adult (30-45) · Neutral American · 30 seconds

Thank you for calling Bayberry Family Dental.

If you're calling about a dental emergency during office hours, please press 0 and let us know right away.

To schedule, change or cancel an appointment, press 1.

For billing and insurance questions, press 2.

If you're a new patient, press 3.

For our address and office hours, press 4.

To speak with our front desk, press 0.

To hear these options again, press 9.

Corbett Street Pharmacy Menu

IVR menu, pharmacy · Adult (40–55) · Neutral American · 30 seconds

You've reached Corbett Street Pharmacy.

To refill a prescription, press 1. Please have your prescription number ready.

To check the status of an order, press 2.

To transfer a prescription from another pharmacy, press 3.

For store hours and directions, press 4.

To speak with a pharmacist, press 5.

For all other questions, please stay on the line, and a team member will be with you shortly.

Fairhollow Savings Bank Main Menu

IVR menu, bank · Adult (40-55) · Neutral American · 60 seconds

Thank you for calling Fairhollow Savings Bank. Your call may be recorded for quality and training.

Please listen carefully, as our menu options have recently changed. Our automated service is available twenty-four hours a day, seven days a week.

To report a lost or stolen card, or a transaction you don't recognize, press 1 at any time.

For account balances and recent transactions, press 2.

For help with online or mobile banking, press 3.

For questions about a loan or mortgage, press 4.

To open a new account, press 5.

For branch locations and hours, press 6.

For business banking, press 7.

To speak with a member of our customer service team, press 0.

Please remember, Fairhollow Savings Bank will never ask for your full password or PIN over the phone.

To hear these options again, press the star key.

Millbrook Valley Water Outage Line

IVR menu, water utility · Adult (30-45) · Neutral American · 30 seconds

You've reached the Millbrook Valley Water Authority. Please listen carefully to the following options.

If you are reporting a water main break, flooding, or no water at your property, press 1 now.

To check for known outages or boil-water notices in your area, press 2.

To pay your bill or ask about your account, press 3.

To start, stop or transfer service, press 4.

For all other questions, press 0.

Okafor and Brandt After-Hours

After-hours, law office · Adult (40-55) · Neutral American · 30 seconds

Thank you for calling Okafor and Brandt.

Our office is currently closed. Our regular hours are Monday through Friday, eight-thirty a.m. to five-thirty p.m.

If you're an existing client, please leave a message after the tone, including your name and the best number to reach you, and your attorney will return your call the next business day.

If you're a new client, you can also request a consultation on our website.

The Ashcombe Hotel Reception Menu

IVR menu, hotel · Adult (30-45) · Neutral British · 60 seconds

Good day, and thank you for calling The Ashcombe Hotel, Kensington.

If you know the extension of the room or person you require, you may dial it at any time.

To make a new reservation, please press 1.

To amend or cancel an existing reservation, please press 2.

To book a table at our restaurant, The Garden Room, please press 3.

For afternoon tea, private dining and events, please press 4.

For directions, parking and transport information, please press 5.

If you are a guest currently staying with us, please press 6 to be connected to reception.

For our spa, The Linden Rooms, please press 7.

For lost property, please press 8.

To speak with a member of our reservations team, please remain on the line.

To hear these options again, please press the star key.

Thank you. We look forward to welcoming you.

Meridale University IT Service Desk

IVR menu, IT help desk · Adult (25-40) · Neutral American · 60 seconds

Thank you for calling the Meridale University IT Service Desk. Please have your student or staff ID number ready.

If you're calling about a system-wide outage, please check the IT status page first. Known issues are posted there as soon as we're aware of them.

To reset your password or unlock your account, press 1.

For help with multi-factor authentication or a new phone, press 2.

For Wi-Fi, email or printing problems, press 3.

For classroom audio-visual support, press 4. If a class is in progress, please say so when you're connected, and we'll prioritise your call.

For software requests and licensing, press 5.

For help with the learning management system, including course pages and assignment uploads, press 6.

For all other issues, press 0 to speak with a technician.

You can also log a request at any time through the IT self-service portal.

Greenleaf Lane Thanksgiving Closure

Holiday, landscaping company · Adult (30-45) · Neutral American · 15 seconds

Thanks for calling Greenleaf Lane Landscaping. We're closed Thursday and Friday for Thanksgiving, and we'll be back Monday morning at eight. Leave your name and number, and we'll call you then. Happy Thanksgiving.

Pemberton Accounting Year-End Closure

Holiday, accounting firm · Adult (40-55) · Neutral American · 30 seconds

Thank you for calling Pemberton Accounting.

Our office is closed for the holidays from Wednesday, December twenty-fourth, through Friday, January second. We'll reopen on Monday, January fifth, at nine a.m.

If you're getting ready for tax season, you can upload your documents to our secure client portal at any time.

From all of us at Pemberton, have a happy holiday season and a peaceful New Year.

Dana Whitlock, Realtor Voicemail

Voicemail, real estate agent · Adult (30-45) · Neutral American · 15 seconds

Hi, you've reached Dana Whitlock with Harborview Realty. I'm probably out showing a home right now. Leave your name, number and a quick message, and I'll call you back the same day.

Buddy's Plumbing Voicemail

Voicemail, plumber · Adult (40-55) · Southern US · 15 seconds

Hey there, you've reached Buddy's Plumbing. I'm under a sink somewhere. Leave your name, number and what's going on. If it's an emergency, say emergency, and I'll call you right back.

Juniper and Moss Photography Voicemail

Voicemail, wedding photographer · Young adult (18-25) · Neutral American · 15 seconds

Hi! You've reached Juniper and Moss Photography. I'm probably at a wedding right now. Leave a message with your date and your venue, or check availability at juniper and moss dot com. Talk soon!

Rossi's Auto Care On-Hold

On-hold, auto repair · Adult (30-45) · Neutral American · 60 seconds

Thanks for holding. Someone from Rossi's Auto Care will be with you in just a moment.

While you wait, here's a quick tip. If your check-engine light comes on, don't ignore it. Most of the time it's something small, and catching it early can save you a much bigger repair down the road.

At Rossi's, we've been taking care of cars in this neighbourhood for over thirty years. We'll always explain what your car needs, what can wait, and what it'll cost, before we touch a single bolt.

Need your car while it's in the shop? Ask us about our free loaner cars, available by appointment.

And if you're heading out on a road trip, bring it in for a free pre-trip check. Tyres, fluids, lights, brakes. Fifteen minutes, and you'll drive away with peace of mind.

Thanks again for your patience. We'll be right with you.

Bayberry Dental On-Hold

On-hold, dental office · Adult (30-45) · Neutral American · 30 seconds

Thank you for holding. A member of the Bayberry Family Dental team will be with you shortly.

Did you know you can now book, change or cancel your appointment online, any time of day? Just visit bayberry dental dot com.

And if it's been a while since your last check-up, ask us about evening and Saturday appointments.

Thanks for your patience. We'll be right with you.

Kettle Creek Credit Union On-Hold

On-hold, credit union · Adult (30-45) · Neutral American · 60 seconds

Thank you for calling Kettle Creek Credit Union. All of our member service representatives are currently helping other members. Please stay on the line, and your call will be answered in the order it was received.

Did you know you can do most of your banking without picking up the phone? With the Kettle Creek mobile app, you can check balances, transfer money, deposit checks and pay bills from anywhere.

You can also set up account alerts, so you'll know right away when a payment clears or your balance gets low.

A quick reminder about your security. Kettle Creek Credit Union will never call, text or email to ask for your password, PIN or one-time security code. If someone does, hang up and call us directly.

As a member-owned credit union, we're here to serve you, not outside shareholders.

Thanks for your patience. A representative will be with you shortly.

Coral Point Resort On-Hold

On-hold, resort · Adult (30-45) · Australian · 60 seconds

Thanks for calling Coral Point Resort. One of our team will be with you shortly.

While you wait, picture this. A sunrise swim on our own stretch of beach. Breakfast on the deck, looking out over the reef. And absolutely nothing on your to-do list.

Coral Point has ocean-view rooms, family villas and our new adults-only treehouse suites, tucked into the rainforest just above the sand.

Our reef tours run every morning, and the kids' club keeps younger guests busy with rock pools, crab hunts and sandcastle competitions.

Planning a wedding or a special occasion? Our events team can help with everything from the ceremony on the beach to the last dance under the stars.

And if you book directly with us, breakfast is included, every morning of your stay.

Thanks for holding. We'll be with you in just a moment.

Service Desk Queue Message

Queue, IT help desk · Adult (25-40) · Neutral American · 15 seconds

Thank you for waiting. All of our technicians are currently helping other callers. Please stay on the line, and the next available technician will be with you shortly. You can also log a ticket online.

Lakeshore Electric Wait-Time Message

Queue, electric utility · Adult (40-55) · Neutral American · 30 seconds

Thank you for calling Lakeshore Electric. We're experiencing higher than normal call volumes.

Your estimated wait time is about fifteen minutes.

Rather not wait? Press 1, and we'll call you back when it's your turn. You won't lose your place in line.

If you're reporting a power outage, you can also do that online at lakeshore electric dot com, or by texting OUT to 4 4 2 2.

Hillcrest Animal Hospital After-Hours

After-hours, veterinary clinic · Adult (30-45) · Neutral American · 30 seconds

You've reached Hillcrest Animal Hospital. Our clinic is currently closed.

If your pet needs urgent care, please call the Tri-County Animal Emergency Center, open twenty-four hours, at 5 5 5, 2 0 4, 7 7 1 0.

To book an appointment or request a prescription refill, please leave a message or visit our website, and we'll get back to you during office hours.

Thank you.

Tallowmere IT After-Hours Support

After-hours, managed IT support · Adult (25-40) · Neutral American · 30 seconds

Thanks for calling Tallowmere IT Support. Our office is closed for the evening.

If your whole office can't get online, your server is down, or you think you've been hacked, press 1 to reach our on-call technician. Please have your company name ready.

For anything else, press 2 to leave a message, or email support at tallowmere it dot net. We'll pick it up first thing in the morning.

Hearthstone Clinic Appointment Line

Appointment line, medical clinic · Adult (40-55) · Neutral American · 60 seconds

Thank you for calling Hearthstone Family Clinic. Please listen carefully, as our options have changed.

If this is a medical emergency, please hang up and dial nine one one.

To make a new appointment, press 1.

To change or cancel an existing appointment, press 2.

For prescription refill requests, press 3. Please allow two business days for refills to be processed.

For test results, press 4.

For billing questions, press 5.

To leave a message for your provider's nurse, press 6.

For directions, parking and clinic hours, press 7.

If you're calling from a hospital or another provider's office, press 8.

To speak with our front desk, press 0. Please have your date of birth ready when you're connected.

Our patient portal is also available twenty-four hours a day, for booking appointments, sending messages and viewing your records.

To hear these options again, press 9.

The Velvet Fern Salon Bookings

Appointment line, hair salon · Young adult (18-25) · Irish · 30 seconds

Hiya, thanks for calling The Velvet Fern.

To book a cut, colour or blow-dry, press 1.

To change or cancel an appointment, press 2. We just ask for twenty-four hours' notice, if you can.

For gift vouchers, press 3.

For bridal and occasion styling, press 4.

Or you can book online any time at velvet fern dot ie.

To speak to someone at reception, press 0. Thanks a million.

Lucia's Trattoria Reservations

IVR menu, restaurant · Adult (30-45) · Neutral American · 30 seconds

Thank you for calling Lucia's Trattoria.

For table reservations for up to seven guests, press 1.

To place an order for pickup, press 2.

For our hours, address and parking, press 3.

For larger parties, private dining and events, press 4.

To hear tonight's specials, press 5.

For gift cards, press 6.

Please note, our kitchen takes its last orders at nine-thirty each evening.

We look forward to seeing you at the table.

Harborline Insurance Claims Menu

IVR menu, insurance claims · Adult (40-55) · Neutral American · 60 seconds

Thank you for calling Harborline Insurance claims. We're sorry you've had a reason to call, and we're here to help.

If anyone has been injured, or you are in an unsafe location, please hang up and contact emergency services first.

Please have your policy number ready.

To report a new auto claim, press 1.

To report a new home or property claim, press 2.

To check the status of an existing claim, press 3. Please have your claim number ready.

If you need roadside assistance or a tow, press 4.

To find a Harborline approved repair shop near you, press 5.

For glass repair or windshield damage, press 6.

For all other questions, press 0 to speak with a claims representative.

You can also report a claim, upload photos and track progress at any time in the Harborline app.

Northbrook Schools Weather Closure

After-hours, weather closure · Adult (40-55) · Neutral American · 30 seconds

You've reached the Northbrook School District.

Due to heavy snow, all Northbrook schools and district offices are closed today, Tuesday. All after-school activities and evening events are cancelled. Bus routes will not run, and meal pickup sites will be closed.

Updates for tomorrow will be posted on the district website and sent by text message by six a.m.

Please stay safe, and stay off the roads if you can.

Penrose Tax Voicemail

Voicemail, accountant · Mature (55+) · Neutral British · 15 seconds

Hello, you've reached Martin Penrose at Penrose Tax Advisers. I'm away from my desk just now. Please leave your name and number after the tone, and I'll ring you back before the end of the day.

Thornfield and Wade On-Hold

On-hold, law firm · Adult (40-55) · Neutral American · 30 seconds

Thank you for holding. Your call is important to us, and someone will be with you shortly.

At Thornfield and Wade, we help families plan for the future, from wills and trusts to guardianship and estate administration.

If you've been meaning to put a plan in place, ask us about our free initial consultation. We'll explain your options in plain language, with no obligation.

Thank you for your patience.

Queue Position Announcement

Queue, call centre position · Adult (30-45) · Neutral American · 15 seconds

Thank you for holding.

You are currently caller number

[pause for inserted number]

in the queue. Please stay on the line, as hanging up will lose your place. Your call will be answered as soon as an agent is available.

Sunvale Health Plan Language Menu

IVR menu, bilingual health plan · Adult (30-45) · Neutral American · 30 seconds

Thank you for calling Sunvale Health Plan.

Para español, oprima nueve.

If you're a member, please have your member ID card ready.

To check your benefits or find a provider, press 1.

For questions about a claim or bill, press 2.

To order a new ID card, press 3.

If you're a doctor's office or provider, press 4.

For pharmacy and prescription coverage, press 5.

For all other questions, press 0.

Wattle Bay Council Christmas Closure

Holiday, local council · Adult (30-45) · Australian · 30 seconds

G'day, and thanks for calling Wattle Bay Council.

Our customer service centre is closed from Christmas Eve and reopens on Monday, the fifth of January.

Bin collections will run as normal, except on Christmas Day, which moves to Saturday.

For urgent issues like fallen trees or water leaks, please stay on the line to reach our after-hours team.

Merry Christmas, and have a safe summer.

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