

A stylized botanical illustration in muted earth tones (beige, olive, and sage green) serves as the background. It features various plant elements: a large, textured circular shape resembling a seed pod or flower head on the left; a central plant with long, pointed leaves; and a cluster of small, round fruits or seeds at the bottom right. The overall style is modern and artistic.

SINGULAR FORMAL COMMANDS: USTED

Semillas: Elementary Spanish II



When do we use formal commands (mandatos formales)?

In Spanish, we use formal commands (*mandatos formales*) in the **usted** form when addressing someone respectfully, like a teacher, older person, or someone we don't know well.

Mandatos formales are used to give formal instructions or polite suggestions.



How to form mandatos formales



- **Paso 1.** Write the **–yo form** of the verb in the present tense
El verbo *añadir* to *add* → Añado
- **Paso 2.** Drop the **–o** ending
Añad-
- **Paso 3. Add the opposite vowel**
For **-ar** verbs, add **-e**.
For **-er** or **-ir** verbs, add **-a**
Añada

To form a **negative formal command**, simply place a “**No**” in front of the conjugated command. The form does not change.

Some examples

Cocine el pavo en el horno por tres horas.

Cook the turkey in the oven for three hours.

Respete las costumbres de Ramadán.

Respect the customs of Ramadan.

Encienda las velas durante Hanukkah.

Light the candles during Hanukkah.

No abra su regalo antes de la Navidad.

Don't open your present before Christmas.



Irregular *mandatos* formales

Dar	Dé
Ser	Sea
Ir	Vaya
Estar	Esté
Saber	Sepa

Ejemplos:

Dé un discurso inspirador en la fiesta de graduación

Give an inspiring speech at the graduation party.

Sea amable con sus vecinos durante las fiestas.

Be kind to your neighbors during the holidays.





A note about spelling changes



When forming **formal commands** with verbs that end in **-gar**, **-zar**, and **-car**, there are special spelling changes to preserve the original pronunciation of the verb.

-gar -> **gue**

-zar -> **ce**

-car-> **que**

Saque las galletas del horno después de 10 minutos.

Take the cookies out of the oven after 10 minutes.