

KET PRACTISE

Reading and writing: Part 7

Complete the text with the correct word:

Dear Sir / Madam,

I stayed the Grand Hotel last week Tuesday to Thursday. I think

I left a gold ring my hotel room. I in room 309. It be

in the cupboard next the bed. Please you look for it?

you find it, can you send it to me?

Thank you very much,

Celia Hicks.

Dear Ms Hicks,

I'm pleased to tell you we found your ring. It was in the bathroom under a towel. I'm it to you with this letter.

We hope you enjoyed your stay at the Grand Hotel. We forward to seeing you here again soon.

Yours sincerely,

Helen Dunn
Receptionist