, / am / Dear / if possible / by / would like / Regards / ,
/
/ to / you / could / confirm / about / from / could

_____La Plaza Hotel_

I _____ to book a single room for four nights _____ the 1st_____3rd of April. _____ I have a big room with a view, please?

I ____ arriving at _____ 6 a.m. _____ car. Could you please_____ if the parking lot will be open by that time?

Also, I have at meeting at 9 a. m. on the morning of my arrival. _____ you have breakfast prepared_____, please? Thank _____ in advance.

I am looking forward to staying in your hotel.

_____ _

Carol McCarthy.

LIVEWORKSHEETS