Reading Building Notices

Important Vocabulary

Instructions: Review the vocabulary and match it to the meaning.

Tenant	People who live in the apartment
Repair	When something needs to be fixed
Closing	A date and time for the repair
When	The start of a letter/notice
Greeting	A person who is responsible for the apartment
Landlord	The end of a letter/notice
Letter date	The date a letter is written.

LIVEWORKSHEETS

Reading Building Notices

Instructions: Match the information with the correct vocabulary/question.

Greeting	Thank-you, The landlord
When will it be fixed?	December 7, 2018
Closing	Dear Tenants
What is the problem?	Monday December 10, 2018 From 10:00 am to 8:00 pm
Letter date	The hot/cold water will be turned off.

LIVEWORKSHEETS

Reading Building Notices

Instructions: Label the building notice information with the correct vocabulary word.

Greeting

What is the problem?

Letter date

Closing

When will it be fixed?

Building Notices

NOTICE:

Emergency Water Shut – Off

Dear Tenants,

The **HOT** water will be turned off for repairs on:

Thursday December 6, 2018

From *10:00 am to 6:00 pm*

Thank you,

The Landlord

December 1, 2018.

LIVEWORKSHEETS

NOTICE:

Temporary Electrical Shut – Off

Dear Tenants,

The **ELECTRICITY** will be turned off on:

Monday December 3, 2018

From *10:00 am to 11:00 am*

Thank you,

The Landlord

November 26, 2018.

LIVEWORKSHEETS

Answer the questions.

1. Who is the letter for? _____

2. Who is writing the letter? _____

3. What is the problem? _____

4. When will there be a problem? _____

5. What time will there be a problem? _____

6. When did the landlord write the letter? _____

LIVEWORKSHEETS