

## SERENDIPITY

ENGLISH, THE MOST FORTUNATE  
DISCOVERY

OPPORTUNITIES  
English!

► Speaking. Plan a holiday. You are going to visit three cities in the same continent. Your holiday can be a maximum of ten days.



What cities are you going to visit?  
Where are you going to stay?  
How are you going to get there?  
How long are you going to stay in each city?  
What are you going to do in each place?

### Making suggestions

*Let's (go to ... )*

*Why don't we (go to ... )?*

*I prefer to (go to ... )*

*That's a good idea.*



**6 Writing; A FORMAL EMAIL**

a Read the advertisement.

**The White Cottage  
Bed and Breakfast  
in West Bexington, Dorset**

Mark and Diana Buckingham  
and their family welcome you to  
their 200-year-old country home  
in a small village in Dorset.

Two double bedrooms, one single, and  
a family suite ☐ TV ☐ WiFi



b Read Pascal's email. Complete the email with the words in the list.

*about confirm Dear double from  
hope Regards reservation would*

**The White Cottage – reservation**

From: Pascal Mercier [pascal80@gomail.com]

To: thewhitecottage@greentomato.co.uk

1 \_\_\_\_\_ Mr and Mrs Buckingham,

I 2 \_\_\_\_\_ like to make a 3 \_\_\_\_\_ for a 4 \_\_\_\_\_ room  
and a single room for two nights, 5 \_\_\_\_\_ 24th to 26th June.

We 6 \_\_\_\_\_ to arrive by car at 7 \_\_\_\_\_ 5.00 in the  
afternoon on the 24th. Is there a place where we can park near  
your house?

Could you please 8 \_\_\_\_\_ the reservation?

9 \_\_\_\_\_

Pascal Mercier

🔍 **Formal emails (e.g. to a hotel or Bed and Breakfast, a language school, etc.)**

### Beginning

Dear Mr / Mrs / Ms + surname, or

Dear Sir / Madam if you don't know the person's name

Use a comma (,) (or nothing), NOT a colon (:)

*Dear Mr Brown*, NOT *Dear Mr Brown:*

### Middle

Don't use contractions.

*I would like to make a reservation*

NOT *I'd like to...*

### End

*Regards*

Your first name + surname