INFORMAL EMAIL

1. Choose the correct expressions.

Dear Tina / Miss Thompson,

Thanks for your email. It was ***great / a pleasure*** to hear from you! I ***am sorry / regret*** to hear that you didn't pass your German exam, but ***never mind / you have no need to worry***. You'll just have to work harder next time!

Anyway, ***I am writing to / you asked me to*** tell you all the family news. Well, a lot's happened since you were here. The big news is that Uncle Tom got married! Can you believe it? His wife is lovely - she's a doctor and she's really beautiful. We all went to the wedding and had a wonderful time. Grandad danced! ***It was so much fun / We had a marvellous time***.

I have a further point. / Oh, and another thing! Dad's got a new job. Do you know the old shopping centre in town? They've built new shops there and Dad applied for a job as a manager and he got it! He's really excited. He starts next week.

One last thing. Do you remember Fluffy, the cat? Well, ***I regret to inform you that / Sorry to tell you that*** we can't find her anywhere. We've got no idea where she's gone. ***It's a bit sad, really / We feel really miserable***. We all miss her. We're hoping she'll come back soon.

We all miss you too. ***I wonder if you could inform me / Tell me all*** about your holiday to America. I bet it was fantastic.

I am looking forward to seeing you / Can't wait to see you in the summer.

All my love / Yours Sincerely,

Martin

LIVEWORKSHEETS