CLB 3-Writing a Note to the Landlord-Skill Building

Instructions: Look over the sentences and put the sentences into order by dragging them onto the lines in the note. Remember to start with having a greeting, followed by body and finish with closing.

They play music late into the night and their dog is always barking. I can't sleep and I have to wake up early for work everyday.
I am writing to let you know that I have been having a lot of problems with the people living above me.
January 4, 2022
Could you please talk to them about this matter?
Apartment 302
Thank you very much,
519-965-3244
Mr. Aziz
Dear Mr. Smith,
My name is Mr. Aziz and I live in apartment #302.

LIVEWORKSHEETS

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LIVEWORKSHEETS

Skill Building Practice 2

Instructions: Look over the sentences and put them into order by typing them into correct missing spaces on the note. Remember to start with having a greeting, followed by body and finish with closing.

My name is Kim and I live in apartment #289.
Dear Ms. Patterson,
Yesterday I noticed that the smoke detector in my apartment isn't working.
January 9, 2022
This is a problem because it is not safe to have a broken detector in case of a fire.
Kim Bennet
I need you to come fix it right away. Could you please fix this problem today?
Thank you,
226-744-9811

LIVEWORKSHEETS

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LIVEWORKSHEETS