VOCABULARY FOR INQUIRY RESPONSE

MATCH THE WORDS WITH THE SYNONYMS OR DEFINITIONS.

1. mention	• asking about
2. regarding	• to result in
3. interests	• to organize, to set up
4. inquiring	• state, say
5. to attach	• in doubts, not sure
6. hesitate	• concerns
7. to contact	• to value, to respect
8. enclosed	• to communicate
9. In order to	• an issue
10. to appreciate	• relating to, about
11. to arrange	• to insert
12. a matter.	• included

MATCH THE COLLOCATIONS

1. Attach	• information, product details, price
2. Inquire	• your questions, your interests, your email
3. Appreciate	• a call, a meeting, a delivery
4. Look forward to	• a file, an image, an information sheet
5. Arrange	• working with you, welcoming you, sending you

LIVEWORKSHEETS