

## AN INFORMAL EMAIL

- a Read the email. Who do you think Stefan is?

X

From: Carmen <carmensanchez@hotmail.com>

To: Stefan <stefan7541200@moebius.ch>

Subject: Hi from Madrid

Hi Stefan

My name's Carmen. I'm 19, and I'm from Cáceres, in Spain. I'm a receptionist at a hotel. I'm studing English becuse I need it for my job.

I live with my parents and my brother and sister. My father is an arkitect and my mother works in a clothes shop. My brother and sister are at school.

I don't have very much free time because I work six days a week. I usualy go shoping on my day off. In the evening I like seeing freinds or listening to music. I really like hip hop. What kind of music do you like?

Please write soon.

Best wishes  
Carmen

- b Cover the email. What personal information can you remember about Carmen? What does she say about her family and her free time? Look at the email again and check.


- c Look at the six underlined spelling mistakes. Can you spell the words correctly?

- d Plan a similar email. Make notes about the following information.

**Paragraph 1:** Your name, age, and where you are from. Say what you do, and why you are studying English.

**Paragraph 2:** Who you live with. Say something about them.

**Paragraph 3:** What you like doing in your free time.

 Informal emails  
**Beginning:** *Hi + name*  
**Middle:** Use contractions, e.g. *I'm from Cáceres.*  
**End:** *Best wishes or Love (for a good friend)*

Rewrite the underlined words in correct spelling

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### WRITE AN EMAIL TO YOUR FRIEND

**From:** .....

**To:** .....

**Subject:** .....