

Letters and chronicles

Fill each blank with the appropriate phrase to complete the invitation letters. Listen and check.

Hi Esther, Dear Mrs. Jacobs, Yours sincerely,
We were wondering if you would like to Would you like to come to
Please confirm your attendance August 20th See you on Saturday,

Formal Invitation Letter

Thursday, _____, 2011 2:00 AM
From: alisonb@yahoo.com
To: sallyjacobs@gmail.com
TANIA'S BABY SHOWER

My daughter Tania is expecting a sweet little girl.

join us on Saturday, September 5th at 7:30 pm at our home where we'll be having a baby shower for her.

at:
447-2382-10

Mrs. Alison Borroughs

Informal invitation letter

Tuesday, July 30th, 2011 11:24 AM
From: esther44@yahoo.com
To: carmenc_99@gmail.com
PARTY

Sally's bridal shower party next Friday, August 9 at Ginno's? We'll be there from 8 pm to 11 pm.

Presents for the bride will be kitchen items and all recipes are welcome, too. We'll be serving dinner so don't eat too much that day.

Carmen