Post Office

Name _____

Date _____

parcel ☐ stamp ☐ scale ☐ envelope ☐

1 2 3 4

_____ _____ _____ _____

Listen to three conversations. Write **true** or **false**.

1 The person is buying a second-class stamp. _____

2 The person is paying for gas. _____

3 The person wants to send the parcel out of the country. _____

Listen again. Complete the questions with these words.

could you | everything | got

is that | put | could you

1	**Customer A**	Can I have a first-class stamp, please?
	Assistant	Yes, here you are. Is that _____?
	Customer A	Have you _____ an envelope?
	Assistant	No, we don't sell envelopes.

2	**Assistant**	Hello. What can I do for you?
	Customer B	Can you _____£5.00 on my gas card, please?
	Assistant	_____put your card in the machine, please?
	Customer B	OK.
	Assistant	There you go, madam. £5.00 gas.

3	**Assistant**	_____ put the parcel on the scales, please
	Customer C	OK.
	Assistant	And _____ international or national
	Customer C	It's to London.
	Assistant	So, that's £2.46 first class.

LIVEWORKSHEETS

Requesting for things

Can I have a first-class stamp, please?
Can you put £5.00 on my gas card, please?
Can I send this parcel to my country?
Can I have a receipt, please?
Can I have proof of postage, please?

Asking questions

Have you got an envelope?
How much does it cost to send it to ...?
How much is it 2nd class?
When will it get there?

LIVEWORKSHEETS