

**Example**

Jill loves going to the zoo. She goes every Sunday with her uncle and aunt. She knows ..... **what** ..... all the animals look like and what they eat. Jill's favourite animal is the crocodile and her aunt's favourite animal is the camel. Her uncle likes the elephant best.

- 1 Last Sunday they ..... watching the monkeys when
- 2 Jill heard ..... whistling. It was a man who was cleaning some bird cages. Jill asked him what kind of birds he wanted to put in the cages. 'Well,' he said, 'we usually leave the ducks
- 3 in their lake, but today ..... is not well and we need to
- 4 take it to the doctor. That's ..... I'm cleaning this cage
- 5 to put it in.' Suddenly, a parrot flew down and sat ..... the man's shoulder. He laughed. 'But this one is OK!' he said.

**Example**

Dear Uncle Michael,

Thank you for inviting ..... **me** ..... to dinner last Saturday.

**1** I had a great ..... and I think that Aunt Sarah cooks excellent meals. I liked her chicken a lot, and my mum wants to

**2** know ..... you made that nice chocolate cake.

I wanted to ask you something. Can you come to our house next week?

**3** I know that ..... both like fish, and my mum is very good at cooking it. My dad can catch some fish in the lake, so they will taste very good.

**4** I can make an apple cake too, ..... you like. I hope you

**5** and Aunt Sarah can come to dinner – it would ..... great!

Love from Lucy

**Example**

Dear Sue,

I like my new school very much. I thought I wouldn't like it, ..... **but** .....

**1** everyone is so nice to me. I have ..... friends in my class.

My best friend is Sally. She is very beautiful and she has nice, long hair.

**2** We like the ..... things; for example, basketball and drawing.

**3** Next week, it's my birthday so I want to have a big .....

**4** for all my friends. I also want ..... invite my teachers!

**5** Of course, I will invite you, too, so I hope you can .....!

Love,

Mary

**Example**

Dear parents,

I would like to ..... **tell** ..... you about the sports day next Thursday.

**1** All children must ..... sports clothes with them on this day.

Boys should wear shorts, T-shirts and trainers. Girls should wear

**2** the same, but can wear skirts, not shorts, if ..... want to.

**3** Don't give them any food ..... we will give food and drink

**4** to ..... there.

**5** If any parents would ..... to help, they can email me this week.

Thank you,

Mrs. Black (sports teacher)

**Example**

Dear William,

I would like you to come and .....**stay**..... at my house at the weekend.

1 You could come on Friday and ..... can play a new computer game and eat pizza.

2 On Saturday, the weather will ..... nice. We could go to the

3 new sports centre and play tennis, so don't forget to .....  
your shorts and tennis shoes in your rucksack.

My dad says he can drive us to the cinema on Saturday night.

4 ..... is a great new film on.

On Sunday, we can do our homework together. It will be more

5 interesting! What would you ..... to do after that?

Please email back today!

Thanks, David