

AT THE BANK

Which counter do I go to to change money?	
I would like to change some travellers' cheques, please.	
Is there commission?	
What's the exchange rate for Pounds Sterling?	
Where do I have to sign?	
What is today's date?	
What time does the bank open?	
What time does the bank close?	

AT THE POST OFFICE

Is the post office open tomorrow?	
How much does it cost to send a letter to Germany, please?	
Three stamps at 80 cents each, please.	
Where is the post box?	
What time is the next collection?	
Will you weigh this parcel for me, please.	

TELEPHONING ABROAD**I need to telephone England.****It's the first time I have used a telephone in France.****Where is the telephone directory?****I would like to reverse the charges.****I have been cut off.****MONEY & THE BANK****money****change (n.)****banknote****coin****currency****pound sterling****Italian Lire****cheque/check (n.)****travellers' cheque/check****to cash (a cheque/check)****bank****counter****cash desk****exchange rate**

to sign	
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MAIL & THE POST OFFICE

post office	
letter	
parcel	
letter box	
telegram	
stamp (n.)	
envelope	
money order	
by air mail	
postman	

TELEPHONE

reverse charges	
Engaged - busy	
hold the line	
to hang up	
to call back	
to ring	
telephone	

telephone box	
telephone call	
telephone directory	
telephone number	
dialing tone	