

PART 8

QUESTIONS 51–55

Read the letter from Jane Harvey.

Fill in the information on the Lost Property Report Form.

For questions 51–55, write the information on your answer sheet.

The Manager
North Line Trains
London

16 March

Dear Sir,

On 14 March, I got on the 12.45 train to London at Manchester station. I had a suitcase and a handbag with me. When I got off the train at 14.50, I did not have my handbag.

Has anyone found it? Please phone me on 723419 or, after 6 p.m., on 796327.

Jane Harvey

LOST PROPERTY REPORT FORM

Name of passenger: *Jane Harvey*

Travelling from:

51

Date of journey:

52

Time journey started:

53

What did you lose?

54

Daytime phone number:

55

PART 8

QUESTIONS 51-55

Read the note and the ticket.

Fill in the information in Mary's diary.

For questions 51-55, write the information on your answer sheet.

Monday

Mary,

Did you get to your 10 o'clock dentist appointment this morning?

Here's your ticket for Wednesday night (give me the money then).

Jack phoned - Castle Restaurant is closed on Tuesday, so he'll see you at Bridges Café at 12.45.

See you for tennis this afternoon.

Love, Sam

CONCERT TICKET	
<u>Spanish Guitar Evening</u>	
Wednesday, 23 June	7.45 p.m.
£16.50	SEAT: B 12

MARY'S DIARY	
Monday: 10.00 a.m.	Dentist appointment
2.30-3.30 p.m.	51 with Sam
Tuesday: 12.45 p.m.	52 Lunch with
	53 Meet in
Wednesday: 7.45 p.m.	54 Concert of music
Give Sam:	55 for my ticket

PART 8

QUESTIONS 51–55

Read the note and the information about language classes.

Fill in the information on the registration form.

For questions 51–55, write the information on your answer sheet.

To: Anna Dahlin

Here is the information about language classes at City College. The Russian class is full and so is the German one, but there are still places in the Italian one. Please send me your registration form tomorrow.

Elaine Smith
10.06.04

Monday	Russian	7 pm – 8 pm
Tuesday	Italian	6 pm – 8 pm
Thursday	German	8 pm – 9 pm

One-hour classes: £120

Two-hour classes: £180

CITY COLLEGE

Registration Form (Language Classes)

Date: 11 June 2004

Name of student:

51

Language course:

52

Day:

53

Start time:

54

Price:

55

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QUESTIONS 51–55

Read the advertisement for a book and the e-mail.

Fill in the information on the order form.

For questions 51–55, write the information on your answer sheet.



To:	Ron Baker
From:	Jane Usher

Can you get Mick Blake's new book for me? I think it costs £15. I can't remember what it's called. I liked his other book, 'Football Families'.

I'm going to go on holiday on 20th December so I want it by the 19th.

If there's a problem, phone me at work (922769) or in the evening, at home (765541).

Thanks.

Jane Usher

BOOK ORDER FORM	
Customer's name:	Jane Usher
Daytime phone number:	51
Name of book:	52
Name of writer:	53
Price:	54 £
Date needed by:	55