VE2C

Zero conditional

If the expense **is** above $1,000, **seek** approval from the Project Leader.

If | **verb (present simple)** | **verb (present simple)**

Seek approval from the Project Leader **if** the expense **is** above $1,000.

verb (present simple) | **if** | **verb (present simple)**

No comma needed

Choose the correct verb form to complete sentences in zero conditional.

1. If you need technical support, [you contact / contacting / contact] the IT Department at least one day in advance.

2. If the client rejects our proposed terms, [updates / updating / update] the terms based on their requirements.

3. [Testing / Test / Tested] the internet connection before the meeting if you conduct an online meeting.

4. If you want to join the volunteer activity, [submit / you submit / submitting] your name to the person-in-charge.

5. [Consult / Consults / Consulting] with the Manager if you have any questions about claiming expenses.

LIVEWORKSHEETS