Now complete the dialogues:

Can I have your name	Can I see your passport?	How many nights?
I'd like to book a single room	I have a reservation	Is there an elevator?

Dialogue 1 Booking

Receptionist: Hello, Albert Hotel.

Claire: Hello, _____[1], please.

Receptionist: When for?

Claire: For tomorrow.

Receptionist: _____[2]

Claire: Three nights, please.

Receptionist: _____[3], please?

Claire: My name is Claire Brooks. That's B-R-O-O-K-S.

Receptionist: OK, thank you. See you tomorrow.

Dialogue 2 Checking in

Claire: Hello, _____[4].

Receptionist: Can I have your name, please?

Claire: Claire Brooks.

Receptionist: Ah, yes. For three nights?

Claire: Yes, that's right.

Receptionist: _____[5]

Claire: Yes. Here you are.

Receptionist: Here's your key. Your room number is 304. It's on the third floor.

Claire: Thank you. _____[6]

Receptionist: Yes, there is. It's over there.

Claire: OK. And what time is breakfast?

Receptionist: We serve breakfast from 8 to 11 o'clock.

3 Role play

Look at the situations below. With your partner, practice booking a room and checking in.

Type of room: double; From: this Friday; Number of nights: 4; Room number: 201

Type of room: single; From: this Wednesday; Number of nights: 2; Room number: 120

LIVEWORKSHEETS