LISTENING PART 4

Listen and fill in the blank.

Questions 71 through 73 refer to the following recorded message.

Hello, you have reached the Delta Engineering employee's weather hot line. Due to heavy _____ and _____, the office will be closed today. If you are able to, please work at _____. You may enter our company's official _____ and register your working hours through our _____ payroll system. We expect the office to be open during regular business hours. For further information and notification, please check our automated messages through the day. Thank you.

Questions 74 through 76 refer to the following announcement.

May I have your attention to an urgent message, please? A white _____ license number XG356 is currently _____ the exit out of the parking lot on _____. If you are the owner of the vehicle, please come to the parking lot on level 2 and remove your car immediately. Otherwise, it will be towed at your expense. Also, a blue _____ with license number TY3759 is parking at a handicapped area without a permit. Parking spaces for the handicapped should be kept vacant for their proper use. Please move your car to one of the designated areas for _____. The visitors' _____ spaces at our building are available at the south corner of each level and they are clearly marked with _____ colors. Thank you for your cooperation.

Questions 77 through 79 refer to the following announcement.

Attention, all employees. This is a reminder that assembly lines 11 and 12 will _____ _____ at 3 o'clock in the afternoon so that some of the _____ be replaced with new equipment. This is a part of regular maintenance procedures to ensure _____ operation. Employees regularly work on these lines will instead review operating guidelines for the new equipment with our _____ _____, Douglas Xing. Mr. Xing will meet you at the meeting room three, located next to the company cafeteria at 3:00 p.m. Again, assembly lines 11 and 12 will be shut down tomorrow afternoon. For more information, contact the security office.

Questions 80 through 82 refer to the following telephone message.

Good morning, Ms. Allen. This is Maria from Butterfly Floral Shop. One of our drivers _____ by at your place to _____ a bouquet of flowers this morning, but _____ was available to receive them. We can try to deliver them _____ later today, but we need to know someone will be at your house. If not, you can pick up your bouquet at our shop, or arrange another delivery time within two days. As you can see, fresh flowers bouquets are made just for you and do not have a long shelf time. Please call us at Butterfly Flowers at 555-2473. We will close at _____ today and will _____ tomorrow morning at _____. Thank you and have a nice day.

LIVEWORKSHEETS