**REVIEW**

You and a friend recently spent time in a resort in an expensive hotel. On returning home, you have decided to post a review of the hotel on a travel website.

You enjoyed much of your stay at the hotel, but found significant problems with cleanliness and the quality of the food on offer. Mention these in your review while also praising the aspects of the visit that you enjoyed.

**PROPOSAL**

Write your **proposal**.

You work in a large office in which you would like to promote healthier eating and better fitness levels. The manager of the company has asked you to write a proposal outlining some measures that can be taken to achieve these goals.

In your proposal, you should discuss some ideas such as vegetarian days, office cooking clubs, gym equipment that can be purchased and weight loss competitions.

**EMAIL**

You recently travelled to work by train, and were appalled because the train was dirty and the canteen facilities were poor. Due to work on the tracks, your train failed to arrive at its destination on time, which made you late for work. You have decided to write an email of complaint to the railway company, expressing your views and stating what you expect them to do about the problem.

LIVEWORKSHEETS