1.3 THIS IS THE KEY

1 FUNCTIONAL LANGUAGE: Checking into a hotel

A **Complete the conversation. Use the words in the box.**

cell phone number	It's	last	nights	room
sign	This is	~~Welcome~~	what's	

Clerk Hello. [1] *Welcome* to the Capital Hotel.
Anna Hello. I'm Anna. I'm here for two [2] _____.
Clerk What's your [3] _____ name, Anna?
Anna It's Wang. W-A-N-G.
Clerk Ah, yes. Anna Wang. What's your [4] _____, Anna?
Anna It's (243) 555–1968.
Clerk And [5] _____ your email address?
Anna [6] _____ wang99@mymail.org.
Clerk Thank you. One moment. Please [7] _____ here.
Anna OK.
Clerk [8] _____ the key. You're in [9] _____ 10F.
Anna Great. Thank you.
Clerk You're welcome.

2 REAL-WORLD STRATEGY: Checking spelling

A **Dan is at a hotel. The clerk asks about spelling. Write the questions.**

1 **Dan** I'm Dan Gonzales.
Clerk _____
Dan G-O-N-Z-A-L-E-S.
2 **Dan** My email address is dgonza14@mail.org.
Clerk _____
Dan D-G-O-N-Z-A-14 at M-A-I-L dot O-R-G.
3 **Dan** I'm from Martin Hotel Company.
Clerk _____
Dan M-A-R-T-I-N.



LIVEWORKSHEETS

3 FUNCTIONAL LANGUAGE AND REAL-WORLD STRATEGY

A **Read the sentences. Who says each sentence? Check (✓) the correct column.**

	A hotel clerk	A hotel guest	A hotel clerk OR a hotel guest
1 Hello.			✔
2 Welcome to City Hotel.			
3 What's your name?			
4 How do you spell your last name?			
5 I'm here for one night.			
6 What's your cell phone number?			
7 Here's the key.			
8 You're in room 316.			
9 Thank you.			
10 You're welcome.			
11 My name is Robert Dupont.			

B **Write a conversation between a hotel clerk and a hotel guest. Use the sentences in exercise 3A and the conversations on page 6 to help you. Add <u>one</u> question from the hotel clerk.**



LIVEWORKSHEETS