

Questions 1-7

Complete the notes below.

Write **ONE WORD AND/OR A NUMBER** for each answer.

Enquiry about booking hotel room for event

Example: Andrew is the *Events* Manager

Rooms

Adelphi Room

- number of people who can sit down to eat: **1** _____
- has a gallery suitable for musicians
- can go out and see the **2** _____ in pots on the terrace
- terrace has a view of a group of **3** _____

Carlton Room

- number of people who can sit down to eat: 110
- has a **4** _____
- view of the lake

Options

Master of Ceremonies:

- can give a **5** _____ while people are eating
- will provide **6** _____ if there are any problems

Accommodation:

- in the hotel rooms or **7** _____

Questions 8-10

What is said about using each of the following hotel facilities?

Choose **THREE** answers from the box and write the correct letter, **A, B or C**, next to Questions 8-10.

Hotel facilities

- A. included in cost of hiring room
- B. available at extra charge
- C. not available

8. outdoor swimming pool _____

9. gym _____

10. tennis court _____