

Dear Doug and Grace,

I want to thank you (1)  letting me stay in your lovely home. It (2)  really great to see you both again.

Here are all the photographs (3)  your family that I took. I think (4)  are really good. I hope you like (5) .

Next week I am going to visit my sister in New York, and I (6)  take a lot of photos there, too.

Thanks again,

Love,

Nigella

Dear Sir,

I am writing because I saw your advertisement (1)  English courses. The advertisement was (2)  the local newspaper.

I would like to have (3)  more information because I am quite interested. I have a (4)  questions. How (5)  does each course cost? How (6)  do the courses last and when does the next course start.

Please write back soon,

Kind regards,

Monica Shephard

Dear Kenny,

I'm sorry I didn't go (1)  your party yesterday. I was excited about it and I wanted to wear my new shirt that I got (2)  Christmas. Unfortunately, there was a problem with my dad's car at (3)  last moment. So, he couldn't drive me to the party, and it (4)  too late to take the bus.

I feel really bad about it. I bought you (5)  lovely present, which I know you will like very much. Can I come and give (6)  to you tomorrow?

Anyway, give me a call when you can.

Lots of love, and happy birthday,

Alba