

## ID IMRH-1, WEEK 11

### Asking for permission using emails

Complete the 2 emails with the missing words from the box.

#### EMAIL #

Off	understanding	Would	Gomez
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Email Template ✕

TITLE\*  ☒ Personal ☐ Shared

Required

SUB

**B** **I** **U** **A** **T**

Dear Mr. \_\_\_\_\_,

I hope you find very well. \_\_\_\_\_ it be possible for me to take Friday \_\_\_\_\_? My mother has a doctor appointment in Mexico Hospital and there is nobody to go with her. As she is an elderly person I would like to accompany her. Thanks for your \_\_\_\_\_.

Sincerely,

Ana María Rodríguez.

Add attachment Cancel Save

## EMAIL #2

Would

Sincerely

permission

Could

Email Template



TITLE\*

☒ Personal ☐ Shared

Required

SUB

**B** *I* U **A** *T*

Dear Mrs. Vargas,

\_\_\_\_\_ I ask you a favor? I \_\_\_\_\_ like to ask for  
\_\_\_\_\_ to leave early tomorrow. My husband has to  
work. I need to stay home with my little girl. She has a lot  
of homework and I would like to help her.

\_\_\_\_\_,

Ana María Rodríguez.

Add attachment

Cancel

Save