

PART 6

Directions: Read the texts that follow. A word, phrase, or sentence is missing in parts of each text. Four answer choices for each question are given below the text. Select the best answer to complete the text. Then mark the letter (A), (B), (C), or (D) on your answer sheet.

Questions 131–134 refer to the following announcement.

The Delmont Paper Mill has been in business since 1878. During that time, we have made all kinds of paper products that have been sold around the country. We are in the process of _____
131.
our facilities so that we can increase our production of paper approximately 25% by the end of the year. When the process is complete, we will require more raw materials, especially wood pulp, for our mill. We are now accepting bids from suppliers. For a list of the materials that we need as well as the required amounts, please visit our website at www.delmontpaper.com/supplies. _____
132.
Those interested in bidding to become a supplier can then contact Mr. Peter Hopkins at 850-3043. All bids must be submitted no later than October 1. _____ parties will be contacted on or around
133.
October 10. Those companies selected to become new suppliers _____ providing shipments of
134.
supplies by the middle of December.

131. (A) designing
(B) expanding
(C) planning
(D) financing

133. (A) Win
(B) Winner
(C) Winning
(D) Winners

132. (A) Please do not contact us by phone to get more information.
(B) All the information that is necessary to know may be found there.
(C) Suppliers can learn about the needed materials by calling us.
(D) The bidding process will be closed in the month of November.

134. (A) began
(B) have begun
(C) are beginning
(D) must begin

Questions 135–138 refer to the following letter.

December 10

Dear Mr. Thompson,

Thank you for opening a checking account at Savers' Bank. We have been providing our customers with high-quality services for more than 35 years, and we _____ to do the same thing for you.
135.

We are currently printing your checks. You should receive them no later than _____ December 15.
136.
Please note that most places in the city require you to present a form of picture ID when paying for goods or services with a check. _____. In addition, we charge a \$40 fee if you write a check on an overdrawn account.
137.

You may feel free to contact one of our customer service representatives at 808-4243 at any time should you have any questions or comments regarding your account. We look forward to having a long and mutually _____ relationship with you.
138.

Sincerely,

Carla Hampton
Vice President
Savers' Bank

135. (A) respect
(B) require
(C) await
(D) intend

136. (A) from
(B) within
(C) than
(D) by

137. (A) For instance, an electricity bill with your name on it is acceptable.
(B) To make payments to these businesses, simply call us for more information.
(C) In order to get paid, be sure that you have the proper identification on you.
(D) In most cases, a driver's license is considered acceptable by vendors.

138. (A) beneficial
(B) apparent
(C) respective
(D) suspicious

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Questions 139–142 refer to the following advertisement.

Volunteers Needed

The Greenbrier Community Center is looking for volunteers to work during the summer months. We require people to teach some of the classes we hope to offer, and we could also use people to work at the information desk. _____ with the time and ability to teach classes on painting, arts and crafts, needlepoint, and sewing are highly desired. _____ Please call Mary Ashford at 382-8594 for more information.

While volunteers at the Greenbrier Community Center will not receive any _____ compensation for their time, they will be rewarded in other ways. Anyone volunteering up to ten hours a week will receive 50% off the price of a yearly membership. And anyone who volunteers 20 hours or more each week will receive a free annual membership.

Become a volunteer at the Greenbrier Community Center. Help the residents of our community _____ their lives by giving a bit of time from yours.

139. (A) They
(B) Them
(C) These
(D) Those

140. (A) You will be paid well for the time that you spend with us.
(B) So are people who would like to coach sports teams or act as referees.
(C) We would also like someone to replace Ms. Ashford, who recently resigned.
(D) There will not be any arts and crafts classes taught this summer.

141. (A) finance
(B) financial
(C) financing
(D) financier

142. (A) improve
(B) donate
(C) dedicate
(D) approach

Questions 143–146 refer to the following memo.

To: All Staff Members, Accounting Department
From: Darren Smith, Director, Accounting Department
Subject: Restructuring
Date: November 4

In the past two weeks, three of the employees in the Accounting Department have _____ their positions to work at other companies. Unfortunately, HR has decided that only one of those positions _____ with a new worker. As a result, all of us are going to take on additional duties to do the work that Jeb Marconi and Jenna Wilkins used to do.

We're going to have a staff meeting to discuss this matter on Friday, November 6. It's going to start at 9 in the morning and will end when we cover everything. _____ Attendance at the meeting is mandatory, so please cancel all other plans or appointments you may have scheduled for that time. If you have any suggestions regarding this matter, please feel free to mention them at the meeting. I am interested in hearing everyone's ideas on how we can assume extra duties without making our _____ too heavy.

143. (A) transferred
(B) altered
(C) suspended
(D) resigned

144. (A) is filling
(B) will fill
(C) has been filled
(D) will be filled

145. (A) I anticipate that it will last for at least 2 hours.
(B) The agenda for the meeting has not yet been set.
(C) Please try to make it to the meeting if you have the time.
(D) I will be the only one who will be speaking at the meeting.

146. (A) schedules
(B) workloads
(C) appointments
(D) jobs

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