

Text type: A thank you letter

TASK Write a thank you letter. Follow the steps below.

I READ THE MODEL TEXT

- 1 Read the Model Text. What presents did Ben get?

Dear Alice,
How are you? It was great to see you at the weekend.
Thanks for coming to my party. I had a really good time
and I hope you did too. I've got some fantastic photos –
you can see them on my Facebook page.
Thank you for the presents. I wore the sunglasses to
school yesterday and everybody wanted to try them.
How do you always choose exactly the right present?
The T-shirt is really cool too. I really liked the DVD and
cap from your brother. Please say thank you to him.
School's OK at the moment. We've got a new maths
teacher. She's really good at explaining things. How is
everything with you? I hope your science trip went OK
and you had a good time at the cinema on Monday.
Hope to see you soon.
Ben



- 2 Read the Model Text again. Circle T (true) or F (false).

- | | |
|--|--|
| Ben enjoyed his party. | ☒ T / ☐ F |
| 1 You can see Ben's photos at school. | T / F |
| 2 Ben liked his presents. | T / F |
| 3 Ben doesn't like school at the moment. | T / F |
| 4 Alice went on a science trip recently. | T / F |

- 3 Circle the correct answer.

- | | |
|--|--|
| Why did Alice go to Ben's house on Saturday? | 3 What subject does Ben's new teacher teach? |
| ☒ a) She went to his party. | a) science |
| b) She went to take photos. | b) maths |
| 1 Who gave Ben sunglasses? | 4 Where did Alice go on Monday? |
| a) Alice | a) to the cinema |
| b) Alice's brother | b) to the science museum |
| 2 Who gave Ben a DVD? | 5 Ben is hoping ... |
| a) Alice | a) to have more maths lessons. |
| b) Alice's brother | b) to see Alice soon. |

2 PLAN YOUR TEXT

Read Roger's notes for a thank you letter.

- 1 Why did Grandma give you a present?
- 2 Where did she give you the present?
- 3 What did she give you?
- 4 What's good about the present?
- 5 Are you using the present already?
- 6 Have you got any news?
- 7 What about school?
- 8 When are you going to see Grandma?

15th birthday
at Auntie Ann's house
tablet
exactly what I wanted
all the time
won a BMX competition!
Mum passed her driving test
new science teacher - really good
next school holiday

Decide which paragraph each piece of information goes in. Write 1, 2, 3 or 4 next to the notes.

Now use the information to complete Roger's thank you letter.

Dear Grandma,

- 1 I'm writing to thank you for my ⁽¹⁾ 15th birthday present. It was lovely to see you ⁽²⁾ _____. You looked really well.
- 2 I really like my present! How did you know I wanted an ⁽³⁾ _____? It's ⁽⁴⁾ _____. I have it in my rucksack and I use it ⁽⁵⁾ _____.
- 3 I hope you're well. Is the new cinema open? I've got some important news - I ^(6a) _____. I'm really happy! And Mum ^(6b) _____ last week, so we're all very pleased for her. School's OK at the moment. We've got a ⁽⁷⁾ _____. She's really good.
- 4 I hope to come and see you soon - perhaps in my next ⁽⁸⁾ _____.

Love,

Roger