Business communication | Making phone calls

Choose the correct options to complete the sentences.

1 Hello, The Orange Tree Restaurant. [▾] can I [▾] you?

2 Good morning. [▾] is Adam [▾] LG.

3 Is Ewa [▾] , please?

4 Hi. [▾] Kaiya from the Nagasaki office.

5 Yes, I'll [▾] you through to her now.

6 I'm calling [▾] the delivery next week.

Type the correct word in the sentences.

1 Good morning. How can I _____ you?

2 This is Hugo De Silva _____ Pharmaco.

3 **A:** Can I speak to Astrid Henrikson, please?

B: Yes, I'll _____ you through.

4 I'm calling _____ our meeting tomorrow morning.

5 Thanks _____ your help.

LIVEWORKSHEETS