

VOCABULARY FOR INQUIRY RESPONSE



MATCH THE WORDS WITH THE SYNONYMS OR DEFINITIONS.

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|-------------------|--------------------------|
| 1. mention | • asking about |
| 2. regarding | • to result in |
| 3. interests | • to organize, to set up |
| 4. inquiring | • state, say |
| 5. to attach | • in doubts, not sure |
| 6. hesitate | • concerns |
| 7. to contact | • to value, to respect |
| 8. enclosed | • to communicate |
| 9. In order to | • an issue |
| 10. to appreciate | • relating to, about |
| 11. to arrange | • to insert |
| 12. a matter, | • included |

MATCH THE COLLOCATIONS

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| 1. Attach | • information, product details, price |
| 2. Inquire | • your questions, your interests, your email |
| 3. Appreciate | • a call, a meeting, a delivery |
| 4. Look forward to | • a file, an image, an information sheet |
| 5. Arrange | • working with you, welcoming you, sending you |