

John: Hi, this is John. _____ for calling. I'm not here at the _____, so please leave a message and I'll _____ you back.

Marina: Hi, John, this is Marina Silva calling from Old Time _____. Your colleague Alex _____ me your phone number. She said you can help me.

I need some _____ on your new products. Could you please call me when you are back in the office? My phone number is 0-2-0-____, 6-5-____-7-6-____-1. Also, can you please email me your new brochure and information about your _____? My email address is Marina, that's M-A-R-I-N-A, dot Silva, S-I-L-V-A, at O-L-D-T-I-M-E hyphen toys dot com.

Thanks a lot. I look forward to hearing from you.

