

1 COMPLETING A FORM



Capital letters

In English these words start with a CAPITAL letter.

- names and surnames *Melissa Rogers*
- continents, countries, nationalities, and languages *Europe, France, French*
- towns and cities *New York*
- days of the week *Monday*
- the first word in a sentence *Her father is from Milan.*
- the pronoun *I* *She's Russian and I'm Mexican.*

- a Read the information box.
- b Complete the online form with your information.

VISIT AND SHORT STAY (VISAF2)
Visa application form for a visitor or student

About you

First name Surname (Family name)

Mr / Mrs / Ms Date of birth
D D M M Y Y Y Y

Gender ☐ male ☐ female

Marital status
☐ married ☐ single ☐ divorced ☐ separated

Nationality

Place of birth: country town / city

Contact details Home address and postcode

Email address

Phone number:
home (landline) mobile

Passport / Identity card number

- c Write this paragraph again with CAPITAL letters where necessary.
- my name's marek. i'm from gdansk in poland, and i speak polish, german, and a little english. my teacher is american. her name's kate. my english classes are on tuesdays and thursdays.
- d Write a similar paragraph about you. Check the capital letters are correct.