THIS IS THE KEY

1 FUNCTIONAL LANGUAGE: Checking into a hotel

A   **Complete the conversation. Use the words in the box.**

cell phone number	It's	last	nights	room
sign	This is	~~Welcome~~	what's	

Clerk   Hello. [1] _____Welcome_____ to the Capital Hotel.

Anna   Hello. I'm Anna. I'm here for two [2] _____.

Clerk   What's your [3] _____ name, Anna?

Anna   It's Wang. W-A-N-G.

Clerk   Ah, yes. Anna Wang. What's your [4] _____, Anna?

Anna   It's (243) 555–1968.

Clerk   And [5] _____ your email address?

Anna   [6] _____ wang99@mymail.org.

Clerk   Thank you. One moment. Please [7] _____ here.

Anna   OK.

Clerk   [8] _____ the key. You're in [9] _____ 10F.

Anna   Great. Thank you.

Clerk   You're welcome.

2 REAL-WORLD STRATEGY: Checking spelling

A   **Dan is at a hotel. The clerk asks about spelling. Write the questions.**

1   **Dan**   I'm Dan Gonzales.

    Clerk   _____

    Dan   G-O-N-Z-A-L-E-S.

2   **Dan**   My email address is dgonza14@mail.org.

    Clerk   _____

    Dan   D-G-O-N-Z-A-14 at M-A-I-L dot O-R-G.

3   **Dan**   I'm from Martin Hotel Company.

    Clerk   _____

    Dan   M-A-R-T-I-N.