

1 Match the sentences that go together.

- 1 I've got a car.
- 2 My car has broken down.
- 3 There isn't a parking space on the street.
- 4 It's close enough to walk to the office.

- a I have to park in the car park.
 - b I can't drive you to the conference.
 - c I don't need to drive.
 - d I can drive you to the airport.
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2 Cross out the incorrect option(s) in each sentence. There may be two incorrect options.

- 1 You **have to** / **can't** / **need to** get to the office before 9 a.m. Work starts at 9 o'clock.
 - 2 You need a degree to work here. You **can** / **can't** / **have to** apply without one.
 - 3 We **need to** / **can't** / **don't need to** employ another manager. There are too many in this department.
 - 4 Neta **can** / **can't** / **has to** go to the conference in the USA. She hasn't got a visa.
 - 5 I **can** / **have to** / **don't need to** come in to work early tomorrow if you need more help.
 - 6 Joe **doesn't have to** / **can't** / **needs to** start work at 8, but he always arrives before 8.
 - 7 We **can** / **need to** / **don't have to** buy a new photocopying machine if this one is broken.
 - 8 Don't send a letter of application. You **need to** / **can** / **can't** apply for the job online.
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3 Complete the dialogues with *can/can't, need to / have to, do/don't*.

- 1
A: I don't have my credit card. _____ you pay in cash in the new store?
B: Yes, you _____.
- 2
A: _____ employees work flexible working hours at your company?
B: No, they _____. Everyone has to start at 9 and finish at 5.
- 3
A: _____ I _____ wear a suit at the conference?
B: No, you _____. Casual clothes are fine.
- 4
A: _____ Hannah _____ work with other departments?
B: No, she _____. She works alone.

5

A: _____ we _____ work next weekend?

B: Yes, we _____. Sorry!

6

A: _____ Sue check in to the hotel before tomorrow's meeting if she needs to?

B: No, she _____. Check-in is from midday.

4 Rewrite the sentences. Use the correct form of *can/can't*, *have to* / *need to* or *don't have to* / *don't need to*.

1 It isn't necessary for Rita to finish the report today.

Rita doesn't _____.

2 It's necessary for Tom and Henry to bring their passports.

_____.

3 It isn't possible for Bella to travel during the sales conference.

_____.

4 It isn't necessary for Carlos to interview all the candidates.

_____.

5 It's possible for Valerie to help you with your presentation.

_____.

6 It isn't possible for Liz and Brian to go to the meeting.

_____.