



Pre-listening

S When people fill in an **application form** or a **delivery form**, they must give an **address**. Pay attention to the correct way of writing the address.

- Remember the **order** of writing the address: *Flat, Floor, Block, Name of building, Building number, Name of street / estate, Name of district, Name of region*

e.g.

Please deliver to: Flat D, 23/F, Silver Ocean Building,
23 Queen Street, Upper District, Buffalo City

- Note that no marks are given for an address with **spelling mistakes** or **missing words**.

Warm Up

Dora is talking with her classmate, Calvin, about a charity walk. Listen carefully and help Dora complete the application form.

(6 marks @ 2 marks)



Listen Here

Charity Walk 20XX

Application Form

Name: Dora Chan

Age: 9

Starting location:



CLASSROOM Tips

Learn more about size symbols:
XL=Extra large, L=Large,
M=Medium, S=Small &
XS=Extra small

, Blue Mountain District

Finishing location:

First Nation University,

Which size do you want for the T-shirt?

(Put a '✓' in the appropriate)

XL

L

M

S

XS

Let's Practise



5 min



Dora and Billy are booking a place for a birthday party to be held at a restaurant. Listen carefully and complete the venue booking form for Dora. (10 marks @ 2 marks)

Yummy Restaurant

Venue Booking Form

Hello, we are the perfect place for you to hold wonderful birthday parties for your loved ones. We have a chain of restaurants for you to choose from!

1. Customer's name: Dora Chan

CLASSROOM Tips


chain shop: a shop of a group of shops owned by the same company

2. Contact no.: _____

3. Which chain shop do you prefer?

_____, Royal Plaza, Dawn Town

*Green Island Eastern Side Western Side

4. Date: _____ / _____ (DD / MM)

5. Time: _____ am / pm (Please circle 'am' or 'pm')

*Put a '✓' in the appropriate .

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