ATA





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Expemo code: 15RZ-J7JD-XZZF

1 Vocabulary

Write the words below each picture.

a double room a receptionist a key a single room





4.





a lift (UK) / an elevator (US) the second floor





6. __

2 Booking and checking in

Listen to the dialogues or watch the videos. Complete sentences below.

- 1. Type of room: _____ room
- 2. Name of guest: Claire _____
- 3. Number of nights: _____ nights
- 4. Room number: _____
- 5. Breakfast: 8 to _____ o'clock.





Learn without forgetting!

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Now complete the dialogues:

Can I have your name	Can I see your passport?	How many nights?
I'd like to book a single room	I have a reservation	Is there a lift?

Dialogue 1 Receptionist:		Hello, Albert Hotel.
Booking	Claire:	Hello, ¹ , please.
	Receptionist:	When for?
	Claire:	For tomorrow.
	Receptionist:	2
	Claire:	Three nights, please.
	Receptionist:	³ , please?
	Claire:	My name is Claire Brooks. That's B-R-O-O-K-S.
	Receptionist:	OK, thank you. See you tomorrow.
Dialogue 2	Claire:	Hello,4.
Checking in	Receptionist:	Can I have your name, please?
	Claire:	Claire Brooks.
	Receptionist:	Ah, yes. For three nights?
	Claire:	Yes, that's right.
	Receptionist:	5
	Claire:	Yes. Here you are.
	Receptionist:	Here's your key. Your room number is 304. It's on the third floor.
	Claire:	Thank you6
	Receptionist:	Yes, there is. It's over there.
	Claire:	OK. And what time is breakfast?
	Receptionist:	We serve breakfast from 8 to 11 o'clock.

3 Role play

Look at the situations below. With your partner, practise booking a room and checking in.

Type of room: double; From: this Friday; Number of nights: 4; Room number: 201

Type of room: single; From: this Wednesday; Number of nights: 2; Room number: 120

