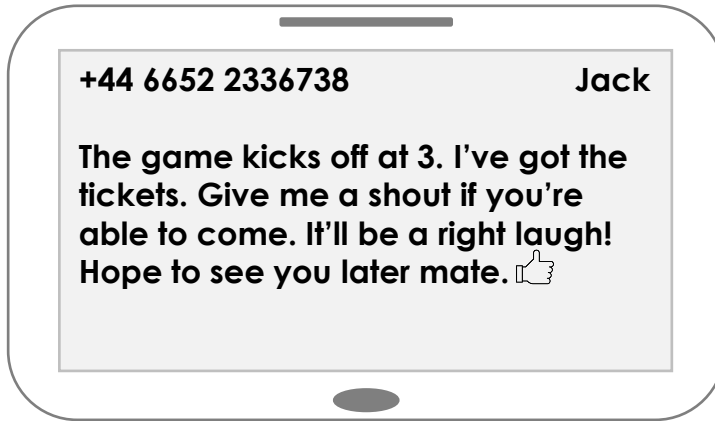


Recognising Formal and Informal Writing

1. Circle the intended audience for the text below.



teacher

dad

the queen

friend

2. Sort the phrases below into the table based on whether they are formal or informal.

Informal	Formal

I am writing to inform you...

Dear Sir/Madam

Let me know..

Yours sincerely

Hi Luna

3. Label the texts below as formal or informal and explain your choice thinking about audience, genre and purpose.

A. Dear Sir/Madam
 I am writing to complain about the awful experience we suffered at your resort.
 We chose your campsite as it was advertised as being a 5 star resort. We certainly didn't receive a 5 star experience.
 Firstly, the temperature of the indoor pool was far too low.

B. Dear Gran,
 What a nightmare!!! Worst holiday ever!!!! This campsite is really bad! The pool is freezing and gross. The food in the restaurant has made us all sick! The games room is as boring as watching paint dry and the Wi-Fi doesn't even work!!
 Glad you're not here xxx