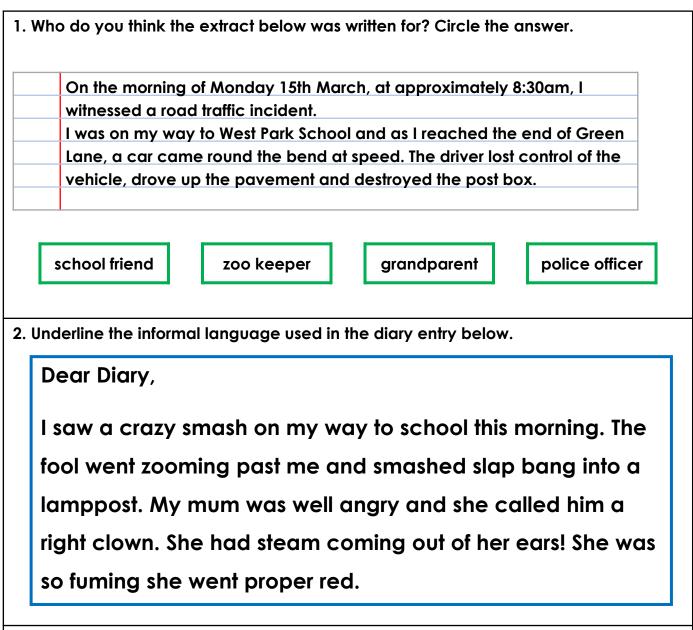
Formal and Informal Language



3. James has written an informal letter to the owner of a pizza restaurant. Re-write the letter in a formal tone.

Hi,

I'm just letting you know that I'm right sorry I broke a plate when I came to your place for a pizza last week. If you want me to pay for the broken plate that's fine. Don't worry, I'll be careful next time. Cheers!

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