

剑桥实境英语 2

Real Reading with answers

Liz Driscoll



西安交通大学出版社
XI'AN JIAOTONG UNIVERSITY PRESS

CAMBRIDGE

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编 著 者 (英) Liz Driscoll
责任编辑 董云梅 杨 默
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Map of the book

Social and Travel	Unit number	Title	Topic	How to ...
	1	Is there a bank?	Shops and other services	<ul style="list-style-type: none"> scan a text to find particular pieces of information find out about services in the area where you are staying read notices in shop windows and find out exactly what services are available
	2	Airmail, please!	Sending mail abroad	<ul style="list-style-type: none"> read a post office leaflet quickly to get a general idea of what it is about find the information you need to decide which is the best way to send letters and postcards abroad find out how to send packets and packages abroad
	3	What's on?	Theatre and cinema	<ul style="list-style-type: none"> understand a text without knowing the meaning of every word read a theatre programme and choose a show you would like to see read a cinema brochure, and find out about paying for tickets and membership
	4	What's in your luggage?	Hand and checked-in luggage	<ul style="list-style-type: none"> find words with similar meanings in a text find out about restrictions to your hand luggage decide if you need to declare anything at Customs
	5	Where shall we eat?	Food and eating out	<ul style="list-style-type: none"> understand descriptions of dishes and recommendations, and choose what you would like to eat work out the function of each sentence in a text understand web recommendations and choose a place to eat
	6	Somewhere to stay	Hostel accommodation	<ul style="list-style-type: none"> use your knowledge and experience to predict the content of a text find out about a hostel and what it offers find the answers to frequently asked questions
	7	On top of Table Mountain	Sightseeing	<ul style="list-style-type: none"> read and find the information you need without focusing on unknown words try and work out the meaning of unknown words find out about an attraction from leaflets about it
	8	It's ringing	Telephones	<ul style="list-style-type: none"> use a chart to make notes and compare things choose the best mobile phone package for your needs decide how to pay for calls from a public phone box

	Unit number	Title	Topic	How to ...
Social and Travel	9	Don't worry!	First aid and accidents	<ul style="list-style-type: none"> identify the most important parts of sentences follow instructions in a first aid manual and give first aid find out about treatment at Accident and Emergency (A&E)
	10	What's in the news?	Newspapers	<ul style="list-style-type: none"> use headlines to predict the content of newspaper articles understand short newspaper articles identify words that are useful to you
	11	I'll check my email	Keeping in touch	<ul style="list-style-type: none"> work out the main purpose of an email understand email abbreviations and 'smileys' identify different types of email and deal with them
Work and Study	12	Is that spelt correctly?	Checking spellings	<ul style="list-style-type: none"> identify British English and American English spellings add words to the computer's customized dictionary identify incorrect spellings
	13	How do I join?	Using a library	<ul style="list-style-type: none"> put the sentences of a text into your own words find out about a library, what you can borrow and what you have to pay for
	14	At the sports centre	Staff noticeboard	<ul style="list-style-type: none"> use a variety of approaches when reading texts read advertisements on a noticeboard and decide what you are interested in find out about taking up a new sport and having lessons
	15	I'd like to work here	Working in a music store	<ul style="list-style-type: none"> use a dictionary with English definitions to find out the meaning of words find out about jobs and benefits on a company website choose a job you are interested in
	16	Just the job!	Finding a job	<ul style="list-style-type: none"> skim a page of advertisements in a newspaper to find out which ones are most useful to you understand job advertisements and choose a job which suits you complete a job application form

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Introduction

To the student

Who is *Real Reading 2* for?

You can use this book if you are a student at pre-intermediate level and you want to improve your English reading. You can use the book alone without a teacher or you can use it in a classroom with a teacher.

How will *Real Reading 2* help me with my reading?

Real Reading 2 contains texts for everyday reading practice, for example leaflets, notices, websites, newspapers, etc. It is designed to help you with reading you will need to do in English at home or when visiting another country.

The exercises in each unit help you develop useful skills such as working out the meaning of unknown words from context and ignoring parts of the text which are not useful to you.

Real Reading 2 discourages you from using a dictionary to find out the meaning of every word you don't know.

How is *Real Reading 2* organized?

The book has 16 units and is divided into two sections:

- Units 1–11 – social and travel situations
- Units 12–16 – work and study situations

Every unit is divided into Reading A and Reading B and has:

- *Get ready to read*: to introduce you to the topic of the unit
- *Learning tip*: to help you improve your learning
- *Class bonus*: an exercise you can do with other students or friends
- *Focus on*: to help you study useful grammar or vocabulary
- *Did you know?*: extra information about vocabulary, different cultures or the topic of the unit
- *Extra practice*: an extra exercise for more practice
- *Can-do checklist*: to help you think about what you learnt in the unit

After each section there is a review unit. The reviews help you practise the skills you learn in each section.

At the back of the book you can find:

- *Appendices*: contain lists of *Useful language* and *Learning tips* for every unit and information about *Using a dictionary*
- *Answer key* (only in self-study edition): gives correct answers and possible answers for exercises that have more than one answer.

How can I use *Real Reading 2*?

The units at the end of the book are more difficult than the units at the beginning of the book. However, you do not need to do the units in order. It is better to choose the units that are most interesting for you and to do them in the order you prefer.

There are many different ways you can use this book. We suggest you work in this way:

- Look in the *Contents* list and find a unit that interests you.
- Prepare yourself for reading by working through the *Get ready to read* exercises.
- Look at Appendix 1: *Useful language* for the unit.
- Do the exercises in Reading A. Use the example answers to guide you. Put the *Learning tip* into practice (either in Reading A or Reading B).
- Do the exercises in Reading B.
- Check your answers either with your teacher or with the *Answer Key*.
- If you want to do more work, do the *Extra practice* activity.
- At the end of the unit, think about what you have learnt and complete the *Can-do checklist*.
- Look at the list of *Learning tips* in Appendix 2 and decide which other tips you have used in the unit.

Introduction

To the teacher

What is *Cambridge English Skills*?

Real Reading 2 is one of 12 books in the *Cambridge English Skills* series. The series also contains *Real Writing* and *Real Listening & Speaking* books and offers skills training to students from elementary to advanced level. All the books are available in with-answers edition.

Level	Book	Author
Elementary CEF: A2 Cambridge ESOL: KET NQF Skills for life: Entry 2	Real Reading 1 with answers	Liz Driscoll
	Real Writing 1 with answers and MP3	Graham Palmer
	Real Listening & Speaking 1 with answers and MP3	Miles Craven
Pre-intermediate CEF: B1 Cambridge ESOL: PET NQF Skills for life: Entry 3	Real Reading 2 with answers	Liz Driscoll
	Real Writing 2 with answers and MP3	Graham Palmer
	Real Listening & Speaking 2 with answers and MP3	Sally Logan & Craig Thaine
Intermediate to upper-intermediate CEF: B2 Cambridge ESOL: FCE NQF Skills for life: Level 1	Real Reading 3 with answers	Liz Driscoll
	Real Writing 3 with answers and MP3	Roger Gower
	Real Listening & Speaking 3 with answers and MP3	Miles Craven
Advanced CEF: C1 Cambridge ESOL: CAE NQF Skills for life: Level 2	Real Reading 4 with answers	Liz Driscoll
	Real Writing 4 with answers and MP3	Simon Haines
	Real Listening & Speaking 4 with answers and MP3	Miles Craven

Where are the teacher's notes?

The series is accompanied by a dedicated website containing detailed teaching notes and extension ideas for every unit of every book. Please visit www.cambridge.org/englishskills to access the *Cambridge English Skills* teacher's notes.

What are the main aims of *Real Reading 2*?

- To help students develop reading skills in accordance with the ALTE (Association of Language Testers in Europe) Can-do statements. These statements describe what language users can typically do at different levels and in different contexts. Visit www.alte.org for further information.
- To encourage autonomous learning by focusing on learner training.

What are the key features of *Real Reading 2*?

- It is aimed at pre-intermediate learners of English at level B1 of the Council of Europe's CEFR (Common European Framework of Reference for Languages).
- The book contains 16 four-page units, divided into two sections: *Social and Travel* and *Work and Study*.
- *Real Reading 2* units are divided into Reading A and Reading B and contain:
 - *Get ready to read* warm-up exercises to get students thinking about the topic
 - *Learning tips* which give students advice on how to improve their reading and their learning
 - *Class bonus* communication activities for pairwork and group work so that you can adapt the material to suit your classes
 - *Focus on* exercises which provide contextualized practice in particular grammar or vocabulary areas
 - *Did you know?* boxes which provide notes on cultural or linguistic differences between English-speaking countries, or factual information on the topic of the unit
 - *Extra practice* extension tasks which provide more real world reading practice
 - *Can-do checklists* at the end of every unit to encourage students to think about what they have learnt
- There are two review units to practise skills that have been introduced in the units.
- It has an international feel and contains a range of texts from English-speaking – and other – countries.
- It can be used as self-study material, in class, or as supplementary homework material.

What is the best way to use *Real Reading 2* in the classroom?

The book is designed so that the units may be used in any order, although the more difficult units naturally appear near the end of the book, in the *Work and Study* section.

You can consult the unit-by-unit teacher's notes at www.cambridge.org/englishskills for detailed teaching ideas. However, broadly speaking, different parts of the book can be approached in the following ways:

- *Useful language*: You can use the *Useful language* lists in Appendix 1 to preteach or revise the vocabulary from the unit you are working on.
- *Get ready to read*: It is a good idea to use this section as an introduction to the topic. Students can work on the exercises in pairs or groups. Many of these require students to answer questions about their personal experience. These questions can be used as prompts for discussion. Some exercises contain a problem-solving element that students can work on together. Other exercises aim to clarify key vocabulary in the unit. You can present these vocabulary items directly to students.
- *Learning tips*: You can ask students to read and discuss these in an open-class situation. An alternative approach is for you to create a series of discussion questions associated with the *Learning tip*. Students can discuss their ideas in pairs or small groups followed by open-class feedback. The *Learning tip* acts as a reflective learning tool to help promote learner autonomy.
- *Class bonuses*: The material in these activities aims to provide freer practice. You can set these up carefully, then take the role of observer during the activity so that students carry out the task freely. You can make yourself available to help students or analyze the language they produce during the activity.
- *Extra practice*: These activities can be set as homework or out-of-class projects for your students. Alternatively, students can do some activities in pairs during class time.
- *Can-do checklists*: Refer to these at the beginning of a lesson to explain to students what the lesson will cover and again at the end so that students can evaluate their learning for themselves.
- *Appendices*: You may find it useful to refer your students to the *Useful language*, *Learning tips* and *Using a dictionary* sections. Students can use these as general checklists to help them with their reading.

Unit 1

Is there a bank?

Get ready to read



- Look at the photographs. What are these shops and services? Choose from the words in the box.

baker's	bank	butcher's
delicatessen	dry-cleaner's	hairdresser's
newsagent's	optician's	stationer's
chemist's	library	travel agent's

a dry cleaner's d _____

b _____ e _____

c _____ f _____

- Look at the list of places again. Which places are shops? Which provide other services for customers? Write two lists.

shops

baker's

services

bank

- Add some other places to the two lists above.
- Imagine you are doing a language course in Britain. Look at your list of shops and services. Which shops and services are most important to you? (X = not very important, ✓ = important, ✓✓ = very important)

go to Useful language p. 82

A Welcome to Summertown

- Imagine you are doing a language course in Summertown and you see the leaflet on the opposite page on the school noticeboard. Look quickly at the leaflet. What is it about? Tick ✓ one of the boxes.

a shops in Summertown ☐

b services in Summertown ☐

c shops and services in Summertown ☐

Learning tip

We sometimes look through a text to find a particular piece of information. This type of reading is called *scanning*. When we scan, we don't read every word. We find the information we're looking for and then stop reading. We don't pay any attention to the rest of the text.

- Scan the leaflet on the opposite page and find the answers to these questions. Answer yes or no.

a Is there a bike rental store in Summertown? yes

b Is there a post office? _____

c Is there an internet café? _____

d Is there a cinema? _____

e Is there a dry cleaner's? _____

f Is there an optician's? _____

Welcome to Summertown!

We hope you will enjoy your stay here! Summertown is a busy community which has built up around Banbury Road, the main road heading north from the centre of Oxford. It is a mainly residential area. Here are some notes which we hope will help make your stay enjoyable.

Oxford City Centre is within easy reach. Several buses – 2, 7, 17, 25, 27, 59 and 218 – run frequently to and from the centre. Alternatively, you can rent or buy a bike and cycle down Banbury Road in about ten minutes. (You can hire a bike at Summertown Cycles, or buy your own.)

Shops and other services

You don't need to go into Oxford for your shopping as you will find everything you need here in Summertown. Most shops are in Banbury Road. There are three supermarkets for food shopping. The Co-op (at the southern end of the shopping area) is open until 10pm on weekday evenings and has the longest opening hours. Other specialist food shops include a fruit shop, a delicatessen, a Lebanese shop and takeaway, a butcher's shop and two baker's. Unless otherwise stated, shopping hours are from 9.30am until 5.30pm, Monday–Saturday.

There used to be three newsagent's in Summertown, but now there is only one. Martins is at the northern end of the shopping area. Martins can order foreign newspapers for you. Speak to one of the sales assistants if you'd like to arrange this. You can also buy stamps here. There is no longer a post office in Summertown. The nearest post office is in the centre of Oxford.

There are three banks in Summertown – Lloyds, HSBC and Barclays. Opening hours are 9.00am–4.30pm. All of them have ATM machines outside.

Other shops in Banbury Road include a stationer's, a book store, a health shop and a card shop. There is also an internet café, a computer shop and a branch of MAIL BOXES ETC. which will ship your possessions home for you at the end of your stay.

Summertown Library is in South Parade, which is at the northern end of Banbury Road. The library is open every day except Wednesday and everyone is welcome. You'll find lots of information about the area here, and you can also read the newspapers.

There isn't a cinema in Summertown, but there are two video rental stores. Blockbuster, in Banbury Road, offers the usual mainstream films. Videosyncratic, in South Parade, on the other hand, has a wide selection of foreign films.

Summertown's travel agent's and launderette are both in South Parade. There is also a dry cleaner's in Banbury Road. You can get your photos developed there too. For your medical needs, there are two chemist's in Banbury Road. There is also an optician's.

There are several hairdresser's, both for men and women, in Summertown. Two of them – Wendy Burnett's and Anthony Lawrence – also offer a range of beauty treatments.

3 Which of the services in Exercise 2 are in Banbury Road? Which are in South Parade? Write **BR** or **SP** after your yes answers in Exercise 2.

4 What other shops and services are there in Summertown? Write a list.

.....

.....

.....

5 Are these sentences true (T) or false (F)?

- a There is a good bus service into Oxford from Summertown. ...T...
- b Most shops in Summertown are closed on Sundays.
- c The Co-op supermarket is opposite the newsagent's.
- d The newsagent's sells stamps.
- e The best day to go to the library is Wednesday.
- f There are two hairdresser's in Summertown.

Class bonus

Write some questions about the text like those in Exercise 2 or some true/false statements like those in Exercise 5. Give your questions/statements to another student. Answer your partner's questions or decide if his/her statements are true or false.

6 Are there any other shops or services you would like to find in Summertown?

Extra practice

Imagine you are doing a language course in another British town or city. Look at the website for this town/city. Scan the website to find out if it has all the services you noted in *Get ready to read*.

B I saw it in the window

1 Complete these sentences.

a If I needed some money,
I'd go to a bank.

d If I needed to send a parcel,
I'd go to a

b If I needed to wash my clothes,
I'd go to a

e If I needed my eyes tested,
I'd go to an

c If I wanted to send some emails,
I'd go to a/an

f If I wanted to rent a bike,
I'd go to a

2 Look at these notices from windows of shops and places in Summertown which provide other services. Where would you see each notice?

- a video rental store
- b
- c
- d
- e
- f
- g
- h

a

RENTAL MADNESS
2 for £7 for 2 nights
or
3 for £9 for 2 nights
MIX & MATCH
on all movies & games
including new releases

b

Discover
Fresh fruit and veg
Bread fresh from the oven
Fresh fish and meat
Hot food to go
and much more ...

c

INTERNET from 90p an hour
3p per minute (£1 minimum) **PAY AS YOU GO**
£5 budget card 5 hours
(unlimited logins last 90 days)
£10 budget card 11 hours + 7 minutes
(unlimited logins last 90 days)
"Best value in Oxford"

d

Revised prices from April

restyling	£19.50
wash / cut / blow dry	£18.50
wet cut / blow dry	£17.50
children's wet cut / blow dry	£10.50
OAPs from	£9.00
Beard trim	£3.50

These prices include all extras, i.e. gel, conditioner, hairspray, etc.
Prices may vary due to length of hair and time taken on certain styles.
Please note: Discounts for students Monday only.

e

Repeat prescription collection & delivery
Disposal of medicines
Holiday and travel health advice
Development & printing
Medical advice
Treatment for minor ailments

f

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Sunday 3rd September
from 1am to 6am

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IDEAL EYES Ltd

We are a local independent company and are proud to announce we will soon be opening our third practice.

We take pride in offering a friendly, professional service to all our patients, private or NHS.

For further information, contact 01865 244699.

h

OPEN 7.00am
LAST WASH 7.00pm
CLOSE 8.30PM

SERVICE WASH
9.30am - 2.30pm
Monday - Friday

In order to assist customers, members of staff - on a voluntary basis - are willing to complete washing which will be collected later. This is a private arrangement between customer and staff, and we do not accept responsibility for any loss or damage to the said washing.

3 Scan the notices and answer these questions. The question letters match the notice letters.

- a What exactly can you rent for £9?
3 movies or games for 2 nights
- b Can you get takeaway meals here?
- c How much time do you get for the cheaper budget card?
- d Why might some prices be higher?
- e Do they only deal with medicine and health?
- f When can't you use the ATM machine?
- g Whose phone number is given?
- h What is the latest time you can start your washing?

Focus on ... for and from

We use *for*

- to show an amount of money and time: 2 for £7 for 2 nights
- when something can be used by someone or something:
Discounts for students Monday only

We use *from* to show

- where something started: Bread fresh from the oven
- when something started: Revised prices from April 2006
- the starting price: INTERNET from 90p an hour

Complete these sentences with *for* or *from*.

- a The launderette is open from 7.00am.
- b Fresh fish comes from the sea.
- c You can buy the cheapest budget card for £5.
- d The launderette is for people without washing machines.
- e You can go to the supermarket for fresh fruit.
- f A haircut costs for £9.

Complete these two expressions from the text.

- g for further information, contact 01865 244699.
- h We do not accept responsibility for any loss or damage.

4 Look at this notice from another shop in Summertown. This shop sells things, but what is different about it? Complete this sentence.

Oxfam sells things



Opening Times

Monday	9.30am – 5.30pm
Tuesday	9.30am – 5.30pm
Wednesday	9.30am – 5.30pm
Thursday	9.30am – 5.30pm
Friday	9.30am – 5.30pm
Saturday	9.30am – 5.30pm
Sunday	CLOSED

We are very grateful for your donated goods. Please help us by leaving them when the shop is OPEN.

Leaving donations outside the shop at any other time presents a fire risk, and donations get STOLEN.

Thank you for your co-operation.

Did you know ...?

Oxfam was started in 1942 and is the UK's largest aid agency. 'Oxfam' is short for 'Oxford Committee for Famine Relief'. Its headquarters used to be in Summertown and its first shop is in the centre of Oxford. The Summertown shop is one of 500 in the UK.

5 Look at all the notices again. Which of the shops and services would you use if you lived in Summertown?

Can-do checklist

Tick what you can do.

- I can scan a text to find particular pieces of information.
- I can find out about services in the area where I am staying.
- I can read notices in shop windows and find out exactly what services are available.

Can do

Need more practice

Unit 2

Airmail, please!

Get ready to read



- Look at the items. Circle the correct word.
 - a letter / packet / postcard / package
 - b letter / packet / postcard / package
 - c letter / packet / postcard / package
 - d letter / packet / postcard / package
- Which of the items do you usually receive in these situations?
 - a You've bought a CD-ROM on the Internet. packet
 - b You've opened a new bank account. _____
 - c It's your birthday and you're expecting a large present. _____
 - d Your best friend has gone on holiday. _____
 - e You've phoned a hotel because you left a T-shirt there. _____
 - f The dentist wants to change your appointment. _____
- Which of these items might come from abroad?
- Do you ever receive letters, postcards, packets or packages from abroad?

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A Can I have a sticker?

Learning tip

We often look at a text quickly to find out what it is about or to get a general idea of its meaning. We look at pictures and headings, as well as the text itself. This type of reading is called *skimming*. When we skim, we don't read every word. We get the main idea and don't pay attention to the small details.

1 You are going to read a text from a leaflet called *Mail made easy*. Skim the text on the opposite page. What is it about? Tick ✓ one of the boxes.

- a sending letters and postcards within the UK ☐
- b sending letters and postcards within Europe ☐
- c sending letters and postcards all over the world ☐

2 Skim the text again. Which of these sentences is true? Tick ✓ one of the boxes.

- a Airmail is faster but more expensive than surface mail. ☐
- b Surface mail is slower and more expensive than airmail. ☐
- c Airmail is cheaper and faster than surface mail. ☐

3 How do you address the envelopes? Complete the sentences.

- a If you are using airmail, you _____
- b If you are using surface mail, you _____

Focus on ... pounds and pence

Look at the list of airmail prices on the leaflet. Circle the figures for these prices.

- a one pound forty-one (pence)
- b three pounds ten (pence)
- c sixty-four pence
- d four pounds and two pence

Now write these prices in words. Practise saying the prices aloud.

- e £0.72 seventy-two pence
- f £1.02 _____
- g £1.79 _____
- h £2.14 _____
- i £2.70 _____
- j £3.08 _____

Sending mail abroad

What are you sending?

Letters and postcards

Letters and postcards to Europe can only be sent by Airmail – up to a maximum weight of 2kg.

Airmail

Our standard Airmail service for sending international mail to anywhere in the world quickly and cost effectively.

How to use

Stick our branded Airmail sticker – available free from Post Office® branches – on your item of mail and post it in any post box or Post Office® branch. Alternatively, you can simply write 'BY AIRMAIL – PAR AVION' in the front top left corner.



The name of the country in CAPITALS must come last.

Our Airmail delivery aims are:

Western Europe
3 days following day of posting
Eastern Europe
4 days following day of posting
Outside Europe
5 days following day of posting

Airmail prices

Weight up to	Letters		
	Europe	World Zone 1	World Zone 2
Postcards	£0.44	£0.50	£0.50
10g	£0.44	£0.50	£0.50
20g	£0.44	£0.72	£0.72
40g	£0.64	£1.12	£1.19
60g	£0.83	£1.51	£1.66
80g	£1.02	£1.91	£2.14
100g	£1.21	£2.31	£2.61
120g	£1.41	£2.70	£3.08
140g	£1.60	£3.10	£3.55
160g	£1.79	£3.49	£4.02

Surface mail

Our economical service for sending non-urgent international mail.

How to use

Surface items should be addressed as normal.



The name of the country in CAPITALS must come last.

Our Surface mail delivery aims are:

Western Europe
2 weeks following day of posting
Eastern Europe
4 weeks following day of posting
Outside Europe
8 to 12 weeks following day of posting

Surface mail prices

Weight up to	Letters (only to outside Europe)
Postcards	£0.42
20g	£0.42
60g	£0.72
100g	£1.02
150g	£1.43

Where is it going?

World Zone 1		
World Zone 1 covers all countries not in either Europe or World Zone 2.		
World Zone 2		
Australia	Korea	Philippines
China	New Zealand	Japan

4 How much would it cost to send the following letters and postcards by airmail? Write the answers in numbers.

- a postcard to Italy £0.44
- a letter weighing 85 grams to Australia
- a letter to Argentina weighing 55 grams
- a postcard to Japan
- a letter to the US weighing 130 grams
- a letter to the Czech Republic weighing 55 grams

5 Which of the postcards and letters in Exercise 4 can you send by surface mail? How much longer would they take to reach their destinations?

Class bonus

Choose some more weights and destinations for mail you want to send. Give your list to another student. Can you work out the prices for your partner?

B Can you fill this in?

- 1 Imagine you are in Great Britain. You are going to send the following gifts to friends and family abroad. Match the gifts with the three headings under *What are you sending?* Write the numbers in the boxes.



- a a book about British customs to your penfriend in Germany ☐
 b money to your cousin in the US who is coming to Britain next month ☐
 c a T-shirt to your brother in Australia ☐

Sending mail abroad

What are you sending?

1 Small packets

This service offers you a cheaper rate if you're sending gifts, goods or commercial samples. Please write 'SMALL PACKET' in the top left corner. You can also include a letter relating to the contents. Where necessary, you should also attach a customs document. The maximum weight is 2kg.

2 Printed papers

You can also get a cheaper rate when sending books, magazines, newspapers, leaflets and pamphlets abroad. You can include a letter relating to the contents. Please write 'PRINTED PAPERS' in the top left corner. The maximum weight to most places is 2kg or 5kg for books, leaflets and pamphlets.

3 Valuable items

If you're sending valuable items abroad (such as money, jewellery and precious metals), you should use the Letters or Small Packets service in conjunction with either Airsure® or International Signed For®.

Did you know ...?

Addresses in the US always include a *zip code* – a group of letters and/or numbers which are at the end. The UK equivalent is the *postcode*. Compare these two addresses. Notice that the house number is before the name of the street in both countries.

Stefano Musetti
 1819 Murdoch St
 Pittsburgh
 PA 15217
 USA
 (PA stands for
 Pennsylvania.)

Anna Linda Torelli
 Flat 1, 7 Milton St
 Edinburgh
 EH8 8E2
 UK
 (EH stands for
 Edinburgh.)

- 2 Read the section *Customs information* below. Which of the gifts in Exercise 1 do you need to send a customs declaration form with?

Customs information

You **DON'T** need to complete a customs declaration form if you're sending:

- letters, postcards and documents alone
- small packets and packages containing goods to countries in the European Union (EU).

You **DO** need to complete a customs declaration form if you're sending:

- small packets and packages containing goods to countries not in the European Union (EU).

CUSTOMS DECLARATION		CN 22
Déclaration en Douane		May be opened officially Peut être ouvert d'office
Great Britain/Grande-Bretagne	Important!	See instructions on the back
Gift/Cadeau	Commercial sample/Echantillon commercial	
Documents	Other/Autre	Tick one or more boxes
Quantity and detailed description of contents (1) Quantité et description détaillée du contenu	Weight (in kg)(2) Poids	Value (3) Valeur

- 3 What do you need to write on the envelopes for items a and b?

- 4 What else do you need to find out before you can post these gifts? Complete the sentences.

- a Before you post the book, you need to find out how much
- b Before you post the money, you need to find out about