

IELTS Letter #12

Contributed by Rad Danesh
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Last week you were on a flight to London. Unfortunately, when you left the plane, you left a bag. You did not remember about the bag until you got to your hotel.

Write a letter to the airline. Explain what has happened, describe the bag and its contents and say what you would like them to do about it. You should write at least 150 words. You should spend about 20 minutes on this task. You do NOT need to write your own address.

model answer: Dear Sir,

I am writing in connection with a bag that I left on one of your planes. Last week on Tuesday 4th May I came to London on flight ABC from New York. My seat number was R5. The plane arrived late at night and I was tired. As a result when I got home, I remembered that I had left my bag on the plane under the seat in front of me.

My bag is small and made of black leather with a zip opening the top. Inside the bag there is a pen, a paperback I was reading, some car keys and my diary.

Therefore would your lost property department please check and see if they have my bag and contact me as soon as possible to let me know whether they have found it or not?

You can contact me on my mobile telephone number which is: 01753 853 736.

Thanking you in advance for your help, I look forward to hearing from you soon.

Yours sincerely,

John Smith{mosgoogle left}