

TASK 1

Your neighbours have recently written to you to complain about the noise from your house flat.

Write a letter to your neighbours. In your letter

- Explain the reasons for the noise
- Apologise
- Describe what action you will take

Dear Mr John

I am Samson Jordanes, Your neighbour from house flat IX-C. I am writing this letter to apologise for din that disturbed from my house flat.

Last week, my two close friends from college arrived at my place to surprise me for my birthday. They had to fly back yesterday early morning,so we were cherishing some moments together. One of my friends is good at dancing so insisted on playing music.

I apologise for the inconvenience you faced due to a loud sound that might have disturbed your sleep. I assure you to take care of such situation in near future and you will never get a chance to raise an alarm again.

I hope you would understand my concern.

Yours sincerely

Samson Jordanes

Regards,

Flourishing Careers

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