

WRITING

WRITING TASK 1

You should spend about 20 minutes on this task.

You work at home and have a problem with a piece of equipment that you use for your job.

Write a letter to the shop or company which supplied the equipment.

In your letter

- **describe the problem with the equipment**
- **explain how this problem is affecting your work**
- **say what you want the shop or company to do**

Write at least 150 words.

You do **NOT** need to write any addresses.

Begin your letter as follows:

Dear Sir or Madam,

WRITING TASK 2

You should spend about 40 minutes on this task.

Write about the following topic:

Today more and more tourists are visiting places where conditions are difficult, such as the Sahara desert or the Antarctic.

What are the benefits and disadvantages for tourists who visit such places?

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.