

NAME:	
DATE:	
TOPIC:	sentence correction
LEVEL:	C1

There are mistakes in each of these sentences. Underline each mistake and write the word or sentence correctly.

Prepositions

- 1) You must pay the goods as soon as you receive them.
- 2) We will pay the money directly on your account.
- 3) We prefer payment with letter of credit.
- 4) We will deliver the goods within 4 days from receiving your order.
- 5) When can you deliver the goods at the customer?
- 6) Thank you for your letter regarding to a sole agency agreement.
- 7) Thank you for your reply on our letter.

Verbs

- 1) We are pleased you interested in getting an agent for our products.
- 2) We look forward to hear from you.
- 3) We will deliver you from stock.
- 4) Delivery will take ten days after receiving an order.
- 5) Our initial contract last one year.

Punctuation

- 1) If you place an order for more than \$10,000 you will be mentioned in our brochure.
- 2) We cannot agree with you, that the contract should only be for one year.

Word Order

- 1) Please sign the contract and send it as soon as possible back to us.
- 2) If there are any problems, please let us as soon as possible know.
- 3) Delivery takes normally one week.
- 4) We would you expect to hold stocks.
- 5) An initial contract runs always for five years.
- 6) Normally we are directly paid by the customer.

Other

- 1) I am sure there will not be much problems.
- 2) We are pleased to note that you are interested in an sole agency agreement.
- 3) Please confirm us that you can handle an agency of this kind.
- 4) Please check if all is to you satisfaction.
- 5) We can supply you wih leflets and brochures.