

IELTS GENERAL WRITING TASK 1 LETTERS

1)

WRITING TASK 1

You should spend about 20 minutes on this task.

You had arranged to meet a friend next week, but you have realised that you will not be able to go.

Write a letter to your friend. In your letter

- cancel the meeting with your friend and apologise
- explain why you will not be able to meet your friend
- suggest where and when you could see each other instead

Write at least 150 Words.

2)

WRITING TASK 1

You should spend about 20 minutes on this task.

One of your friends recently had a birthday celebration, but you missed it and you forgot to tell your friend that you couldn't attend.

Write a letter to your friend. In your letter

- apologise for missing the birthday celebration
- explain why you missed it and why you didn't tell your friend
- and say what you would like to do to show that you are sorry.

Write at least 150 Words.

3)

WRITING TASK 1

You should spend about 20 minutes on this task.

You and your family are moving to another country, and you are looking for rented accommodation there.

Write a letter to a property agent. In your letter

- introduce yourself and your family
- describe the type of accommodation that you hope to find
- give your preference for the location of the accommodation

Write at least 150 Words.

4)

WRITING TASK 1

You should spend about 20 minutes on this task.

You are not satisfied with the changing rooms in a sports centre that you visit.

Write a letter to the sports centre manager. In your letter

- explain the problem
- say how you feel about this problem
- and say what steps you would like the manager to take.

Write at least 150 Words.

5)

WRITING TASK 1

You should spend about 20 minutes on this task.

You and some friends ate a meal at a restaurant to celebrate a special occasion, and you were very pleased with the food and service.

Write a letter to the restaurant manager. In your letter

- give details of your visit to the restaurant
- explain the reason for the celebration
- say what was good about the food and the service

Write at least 150 Words.

6)

WRITING TASK 1

You should spend about 20 minutes on this task.

You recently went on a trip with a friend and you both took some photographs.

Write a letter to your friend. In your letter

- ask your friend to send you one of the photographs
- explain why you need that particular photograph
- and tell your friend what happened to your copy of it.

Write at least 150 Words.