05 December 2018 for the test

***Enquiry***

Dear sirs,
I am Barbara.
I am organising a visit in the National Gallery and I would like to have some information.
How much is the price of this tour?
Are there tour in Italian?
Are there bar and/or restaurant in the gallery?
Which are the exhibitions are on?
Which number can I call to book?

Thank you for your kind attention.
I look forward your reply.
Your sincerely, Barbara Ghezzo.

***Question:***

1. Which are the opening times of the British Museum?
2. How often is there a bus for the tower of London?
3. Who lives at number 10 of Downing Street?
4. How long does it take to go from Kensington to Trafalgar Square by tube?
5. What time does the restaurant of the Nation Gallery close?
6. Why do the shops in London close so early?
7. Where are the Camden markets?
8. What time does the last tour of the Tower start?
9. Can I have some information about the visits to the Abbey of Westminster?
10. Do I pay to go up on the London Eye?

***Reply***

Dear sirs,
I am Barbara, I work for …. agency
I reply at your enquiry / I read your enquiry
This is my tour for you:
I recommend you to visit the museum of … on the first day and … on the second day.
I attached you some information of the best monuments and very good and cheap restaurants of London that you can visit.
Thank you look for your attention.
Your sincerely, Barbara Ghezzo.