

This is a sample task called Transactional Email, one of the two tasks of the Writing test. You can find all individual tasks of the four tests (Reading, Writing, Listening and Speaking) with additional exam tips in your Training Programme in MyEuroexam. You can get more exam practice with another complete exam in the Tests and Tasks section.

Transactional email - 30 minutes

You have written a book on the history of your town. You want to get the book published.

- Write an **email of request** to PLZ Publishing Company explaining why they should publish your book using the information below.
- Write about **150 words**. Make sure to refer to all the points in your Notes.

Encyclopaedia Entry

Meckham

- Population: 47 000
- Main industries: mining, steelworks
- Transport: railway, motorway
- Education: higher college of engineering
- Geography: on river Lass, in valley of Grenberg Mountains

My notes

- Me and my town
- Why my book is of interest
- Who will want to read it