

343 Casco Road
Green Park
Mogadiscio 2960

14 October 2011

Mr Smith
Director
Catering Food Corporation
278 Handford Avenue
Connecticut

Dear Sir:

I am writing to express you my irrevocable decision of breaking our factual contract because I am tired of hearing the same apologize about my continuous complaints regarding your company.

It should not be a problem for us if you have more or less personal working in the kitchen. I remember you that your responsibility is to contract enough personal in order to attend correctly to our entire contingent.

I am convinced that we give you enough money for having a good service, for this reason, I strongly recommend you to hear this advice: Had you paid a little more money at your workers you would not have had this problem now.

You know very well that for us it is completely necessary to have the best attention concerning food and service. For that reason we regret to inform you that our current contract has been cancel from this morning.

Yours faithfully

David Martinez

- Comment [B1]:** Poor verb choice, correct: "inform you of"
- Comment [B2]:** Weak verb choice and form, correct: "to terminate our actual/existing"
- Comment [B3]:** Noun form required, correct: "apologies"
- Comment [B4]:** Poor preposition, correct: "to"
- Comment [B5]:** Correct: "whether"
- Comment [B6]:** Vocab error, correct: "personnel"
- Comment [B7]:** Verb choice error, correct: "remind"
- Comment [B8]:** Preposition not required.
- Comment [B9]:** Poor verb choice and form, correct: "to ensure"
- Comment [B10]:** Poor verb choice, correct: "listen to"
- Comment [B11]:** Poor preposition, correct: "to"
- Comment [B12]:** Suggest: "absolutely"
- Comment [B13]:** Suggest: "highest standards"
- Comment [B14]:** Poor verb form, correct: "cancelled as of"

Tareas requeridas	Bueno	Parcial	Pobre	Posibles tareas del examen escrito	TAREA
					Comentario del corrector
					The tasks are not completed with enough depth or accuracy for professional correspondence; the conditional is used once but more examples and speculative language is needed to adequately carry out the task. With respect to the opinion, it is weakened by the number of grammar and vocabulary errors.
				DESCRIPCIÓN	
				NARRACIÓN	
				INSTRUCCIONES Y DIRECCIONES	
				RELATO DE HECHOS	
				FORMULACIÓN DE HIPÓTESIS	
				DEFENSA DE UNA OPINIÓN	
X		X			
X		X			
				SUGERENCIA	
				ANÁLISIS DETALLADO DE UNA SITUACIÓN	
CONTENIDO	<div>Puntos fuertes</div> <p>The format is good and there are some well used collocations.</p>				
	<div>Puntos débiles</div> <p>The grammatical inaccuracy and weak vocab choices cause the reader to question the intended meaning at times. You have deprived yourself of the possibility to demonstrate more of your language skills by falling over 100 words short of the allowed maximum.</p>				
PRECISIÓN	More and better understanding of verbs is required, you also need to tighten up your use of prepositions.				