

1. You are Rajesh living in Patna, Bihar. You have been selected for the junior national level team of Kabaddi and you are required to go to Delhi for training for three weeks before the competition. Write a letter to your father who is away on a business tour to Mumbai, informing him of your selection and stay in Delhi for training. Do not forget to enquire about the well-being of your father.
2. Write a letter to the editor of a local newspaper giving your views about the increasing use of cell phones by school children. Use of cell phones is leading to distractions and waste of time besides being unsafe. Suggest what schools and parents can do to control this trend.
3. You belong to Kotla, a small town in UP. You have come to Delhi to visit your uncle. It is your first visit to big city. Write a letter to you friend, Amal/ Amita about what have you seen in Delhi.
4. You are Rahul Sharma living in Pushpa Vihar, Delhi You have noticed that garbage is not being collected regularly. Write a letter to municipal commissioner, Delhi requesting him to get the garbage removed daily.
5. You live in Shakarpur in Delhi. The colony is not clean. Garbage is seen lying here and there. Write a letter to the president of resident welfare Association of your colony complaining about lack of cleanliness in your colony.

6. Write a letter to your editor of a local newspaper giving your views about increasing health problems school children are facing such as obesity, diabetes, asthma, and other life style related diseases. Suggest what schools and health department of your town can do to make children realize they need to have a healthy life style and prevent them from having health problem and suffering from these diseases.
7. You are Ravi. You have got a job in Delhi. Write a letter to your younger brother, Rajesh describing your new office and what you are expected to do in your new job. In Delhi you are staying at 12 Mall Road, Delhi-110001.
8. You are Sumit living at 25, Vasundhara Apartments, Delhi. You have invited your pen friend, Ashish who lives in Mysore to visit you at Delhi to which he has agreed. Write a letter informing him about the schedule of his visit and the place from where you will pick him up.
9. Your colony has bad roads. Write a letter to the Chief Engineer, City Corporation to draw his attention towards this situation with your suggestions to improve the condition. You are Ms. Veena Patil, resident of Adarsh Society, Jaipur.