Year 7

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Formal versus Informal
 A letter of Complaint**

Here are two versions of the same letter. One is written in a formal style, the other in an informal style. Can you spot the differences?

**Formal Version:**

Dear [Recipient's Name],

I am writing to express my deep concern and dissatisfaction regarding the recent decision to demolish several old buildings located in our community. As a resident of Hill Avenue, I am dismayed by the lack of consideration for the historical significance and cultural heritage embodied within these structures. The indiscriminate demolition of these buildings not only disregards their architectural value but also undermines the rich tapestry of our neighborhood's history.

It has come to my attention that the demolition of these buildings is being carried out without proper consultation with the local community or thorough consideration of alternative solutions. As a responsible governor, I trust that you understand the importance of preserving our built heritage and fostering a sense of pride and identity within our community. Therefore, I urge you to intervene and halt the demolition process until a comprehensive assessment can be conducted by heritage experts and stakeholders.

Furthermore, the demolition of these old buildings represents a missed opportunity to revitalize our neighborhood and stimulate economic growth through adaptive reuse and heritage tourism. By preserving and repurposing these structures, we can attract visitors, stimulate local businesses, and create a vibrant and sustainable community for generations to come.

In light of the above concerns, I respectfully request that you take immediate action to suspend the demolition of the old buildings on Hill Avenue and initiate a dialogue with the community to explore alternative solutions for their preservation and revitalization. Your leadership and commitment to preserving our cultural heritage will be greatly appreciated by myself and fellow residents.

Thank you for your attention to this matter, and I look forward to your prompt response.

Yours sincerely,

[Your name]

**Formal Version:**

Hey Mr. Smith,

I hope this letter finds you well. I wanted to shoot you a quick message about something that's been bugging me lately. So, here goes...

I'm really bummed about the whole situation with the old buildings in our neighborhood getting torn down. Like, seriously, it's a total bummer! Those buildings have been around forever, you know? They're part of what makes Hill Avenue so special. And now they're just gonna tear them down like it's no big deal? Not cool, man, not cool.

I've heard they didn't even bother to ask us, the people who actually live here, what we think about it. Like, come on, shouldn't they at least listen to what we have to say before making such a big decision? It feels like they're just doing whatever they want without caring about how it affects us.

And it's not just about the history and stuff, you know? Keeping those old buildings around could actually be good for our neighborhood. They could be turned into cool new shops or cafes or something. It could bring in more business and make Hill Avenue even better than it already is.

So, I'm reaching out to you because I think you're someone who can make a difference. Maybe you could talk to the people in charge and see if there's a way to stop the demolition or at least get them to listen to us. I know it's a long shot, but hey, it's worth a try, right?

Anyway, thanks for listening, Mr. Smith. I really hope you can help us out with this. Let's save those old buildings and keep Hill Avenue awesome!

Take care,

[Your Name]

 Now put down the language difference you noticed

|  |  |
| --- | --- |
|  Informal |  Formal |
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Class activity (pair work) 25 minutes

Now write a letter of complaint to your form tutor complaining about the sudden change of your timetable - having a disbalanced lesson daily schedule .