

An apology – Intelligent Guesswork

A Please read the text and fill in the gaps.

7, Court Road
West Wickham
Kent, BR4 9AJ

12 February 20__

Ms June Seagal
Personnel Department
Universal Software Ltd.
1 Kingsway
London WC2B 6XF

Dear Ms Seagal

F_____ to our interview ____ 1 February I _____ like to say that I was _____ impressed ____ the conditions in your company. In fact, I was very much hoping to work with Universal.

However, three days after the int_____, I rec_____ - along with your offer - a letter from the European Commission, Brussels, offering me a _____ as a bilingual office assistant.

I had ap_____ this job some t_____ ago - last September in fact - and _____ the time of my talk with you, I _____ presumed that my a_____ to the EC had _____ turned down.

After long consideration, I have decided to ac_____ the offer from Belgium. I ass_____ you that this _____ not been an easy decision for me, but I hope you will un_____ that I cannot turn down such an op_____. I greatly re_____ that I h_____ to disappoint you.

I would therefore ask you to accept my si_____ ap_____.

Yours _____

D. Paisley

Doreen Paisley