



You work in a post office in Cambridge, England. Here is the cost of sending letters

First class

First class mail should arrive the next working day. Please post as early in the day as possible.

Second class

Second class mail should arrive on the third working day.

Weight up to	First class	Second class
60g	£0.27	£0.19
100g	£0.41	£0.33
150g	£0.57	£0.44
200g	£0.72	£0.54
250g	£0.84	£0.66
300g	£0.96	£0.76
350g	£1.09	£0.87
400g	£1.24	£1.00
450g	£1.41	£1.14
500g	£1.58	£1.30

That takes care of it.



Western Europe & Eastern Europe

AIRMAIL

Not over 20g	Not over 40g	Not over 60g	Not over 80g
36p	50p	65p	80p

Outside Europe

AIRMAIL

Not over 10g	Not over 20g
45p	65p

Outside Europe

SURFACE MAIL

Not over 20g
45p

That takes care of it.



Now listen to your partner. He/she has five letters to send. Tell him/her how much to pay for each letter.

You may need to ask questions, e.g.

Would you like first class or second class?, How much does it weigh?, etc.

Remember to say pounds and pence when you give the cost, e.g. £1.15 = **One pound and fifteen pence, please.**