

Name.....

Please Improve My Letter!

Dear Sir/Madam,

I am writing because I am not very happy about the way I was treated in your shop. It was my friend's birthday and I was looking for a special present. Your shop always sells nice things. The man who served me was not very nice. He was rude and not very helpful at all. I asked him to suggest something my friend would like and he told me that he did not know my friend. Eventually he suggested something, but I knew that my friend wouldn't like it – so I thanked the man for all his help and asked someone else instead. Well, the woman who I asked must have been the first man's sister. She was even more grumpy and unhelpful. I think she was annoyed because I had interrupted her conversation with another member of staff. She didn't exactly tell me to go away, but I knew that this was what she was thinking.

I finally left your shop empty-handed and a little sad. I don't think that I'll come back again.

Yours faithfully,

Mr. Smith

www.davlae.co.uk

You can obtain the full version of **Please Improve My Writing!** from Tes Resources.

<https://www.tes.com/teaching-resource/please-improve-my-writing-for-ks2-free-useful-phrases-to-improve-your-writing-11641697> or search for **davlae + Tes + improve + writing**.