

Formal or Informal Vocabulary

Some vocabulary is more formal, whereas other is more informal in tone. Can you match these formal and informal words with the same meanings (synonyms)?

Formal

profession

injustice

sufficient

opportunity

sacrifice

immediately

Informal

now

chance

enough

job

give up

not fair

Change these sentences from informal to formal

1. Please come to see me tomorrow.
2. I reckon we'll have a fun time together.
3. Let me know if you can make it ASAP.

Select the correct options to make the letter formal

Dear/Hello Sir or Madam,

I am writing to let you know/inform you that a pizza I was unlucky enough/had the misfortune to order at your restaurant was despicable/rubbish.

The cheese was flavourless/gross, the tomatoes gone off/rotten, and the base chewy as rubber/impossibly tough.

Never will I eat at your establishment/joint again. Not only was the food pants/terrible, but the waiting staff were snooty/aloof, and I had to wait two hours for my grub/dinner!

I demand/want a refund, to be paid now/immediately.

Yours faithfully/Cheers,