

## IELTS General Training Writing Task 1 - Sample #2

This is the first section of the IELTS General Training Writing test. You should spend about 20 minutes on it.

Write about the following topic:

### Task 1

You have lost an item of value on a train.

Write a letter to the railway company. In your letter

- describe the item
- explain where and when you left it
- say what action you would like the company to take

Write at least 150 words.

You do NOT need to write any addresses.

Begin your letter as follows:

**Dear Sir or Madam,**

### Writing Task 1 – Model Answer

Dear Sir or Madam,

I am writing to report the loss of a valuable personal item on one of your trains.

The item is a small black leather wallet with the brand name 'Urban Limit' embossed on the front. Inside was a library card, a credit card, a swipe card for the gym, a student I.D. card, and my driver's license – all in my name. There was also a little cash: about \$25 in all.

I must have lost the wallet between 4.15 pm and 4.30 pm while traveling southbound on the Wyndham Line on Friday afternoon (15th May). If I recall correctly, I was in the second carriage sitting near the front.

Could you please let me know if a wallet of this description has been found? My phone number is 099 304 2442. If you have it, please keep it in a safe place and I will make arrangements to collect it at your earliest convenience.

Thank you.

Yours faithfully,

Jane Smith

**Total words: 154**