

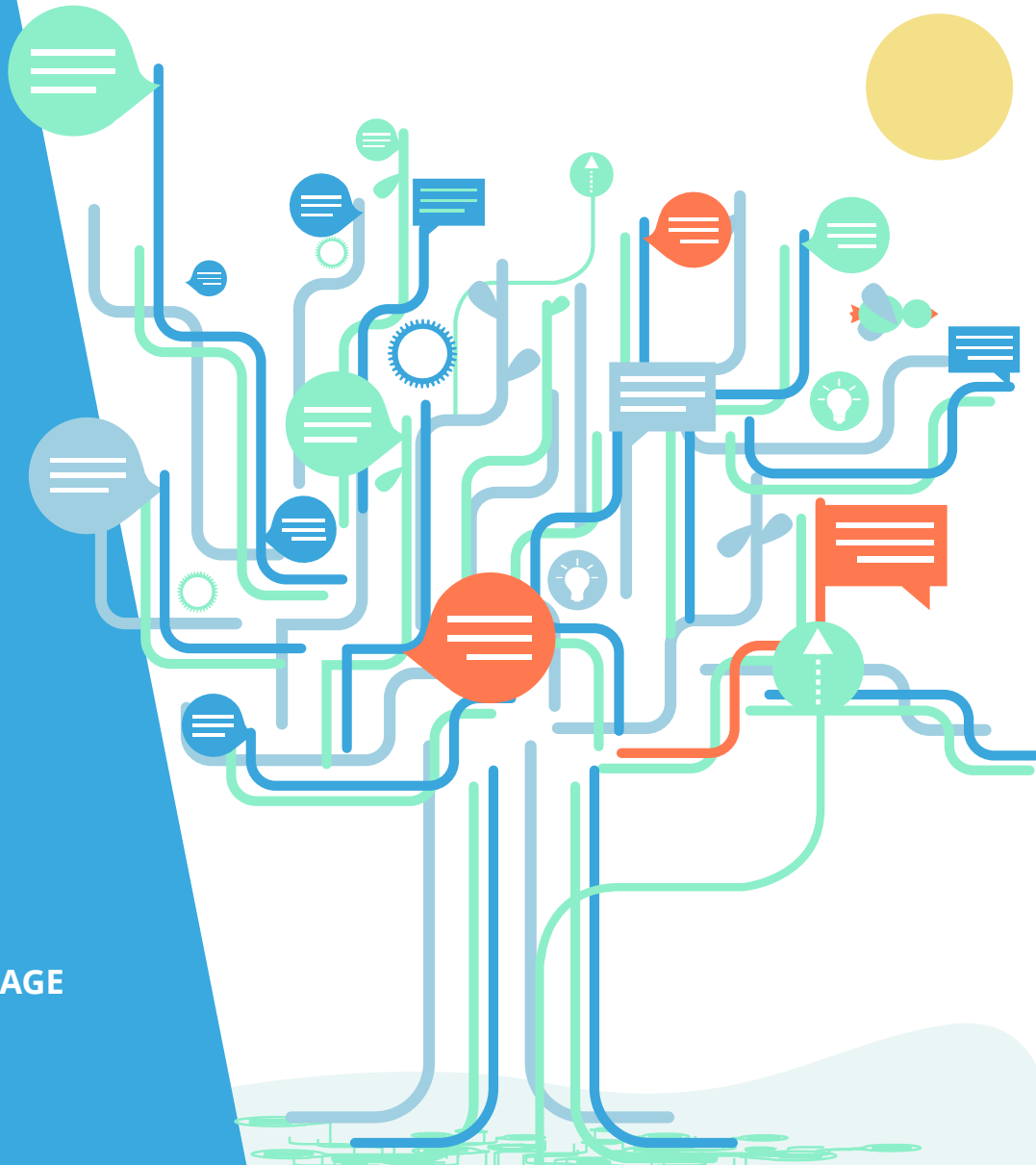
# Writing an invitation

COMMUNICATION

LEVEL  
Beginner

NUMBER  
A1\_2062X\_EN

LANGUAGE  
English

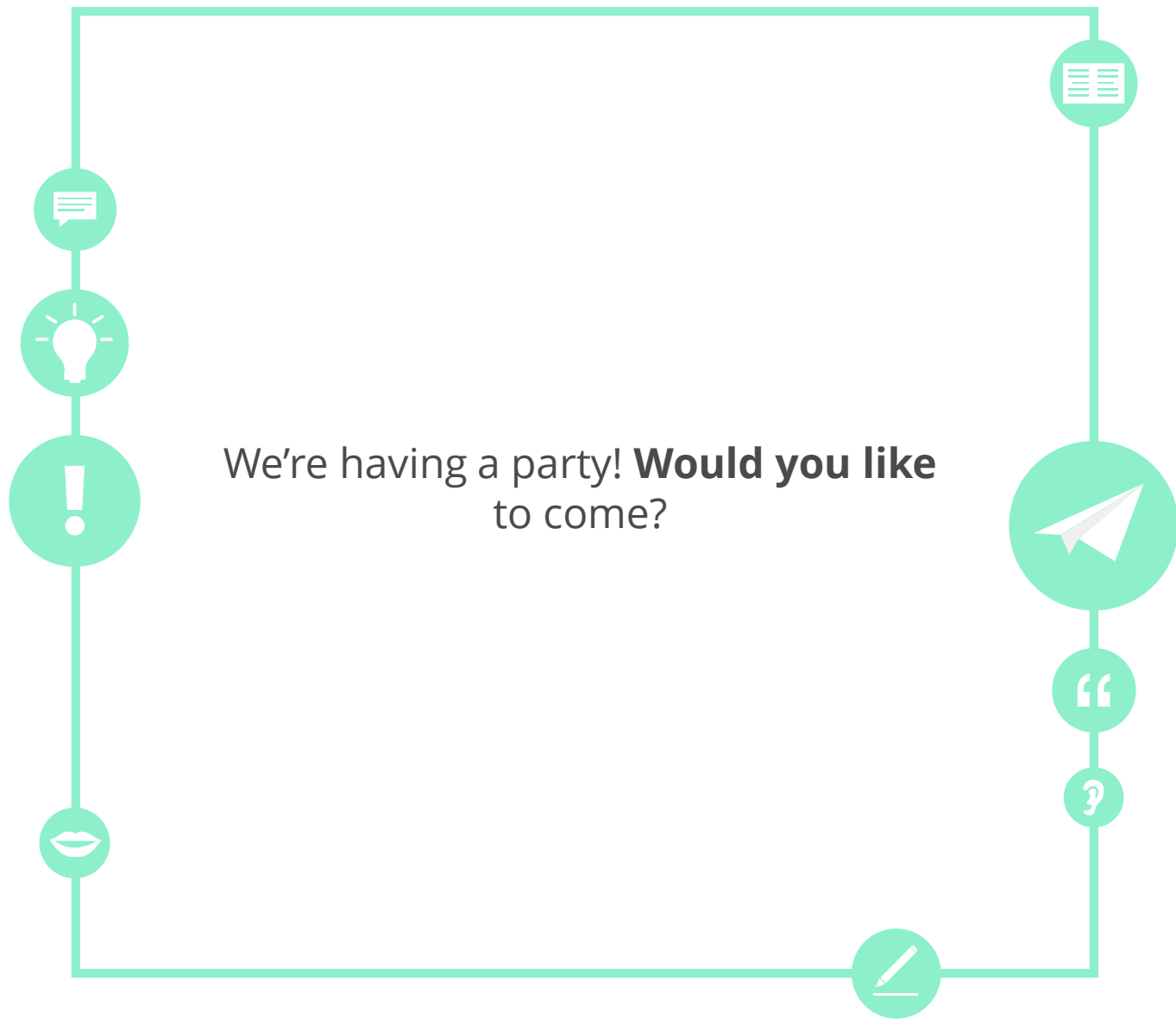




## Goals

- Can write a simple invitation.
- Can accept or reject an invitation politely and using simple terms.







## Talking about events

- To invite someone to an event, you can use the **present continuous**. We use the verb **have** with certain events, like a party.
  - Use **at** to talk about the place or time, and **on** to talk about the day.

Subject	Verb	Event Details
She	is having	a party.
We	are celebrating	Christmas.
The party	is	<b>on</b> Tuesday.
The dinner	is	<b>at</b> 7 o'clock <b>on</b> Saturday.



## Talking about events

- Use **at** to talk about the place or time, and **on** to talk about the day.

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## Complete the sentences

1. We are having...

a. go to the party with me?

2. Could you all...

b. a dinner party this Thursday.

3. Would you like to...

c. please come at 5 o'clock?

4. We celebrate...

d. you like to go?

5. Would...

e. holidays every year.



## Invitations

Fill in the blanks with the correct words.  
*at, having, is, on*



Hi Mary! I'm \_\_\_\_\_ a party this weekend. Would you like to come?

Hi David. That sounds great! When \_\_\_\_\_ it?



It's this weekend. We're meeting at my place \_\_\_\_\_ Saturday \_\_\_\_\_ 7 o'clock. I hope to see you there.

Great! See you then!



to invite



I **invite** my friends over for dinner every Friday.



invitation



I am sending **invitations** to invite people to my party.

to accept



We **accept** your party invitation. We're coming to the party!

to come over



Would you like to **come over** for coffee?

to decline



I'm sorry, but I have **to decline** your invitation. I can't come to the party.



## Invitations



I am having a dinner party.  
Would you like **to come over**?

I **invite** my friend to have a  
drink with me.





## Practising new vocabulary



I have an **invitation** to a party next week.

Can you **come over** at 4 o'clock on Saturday?



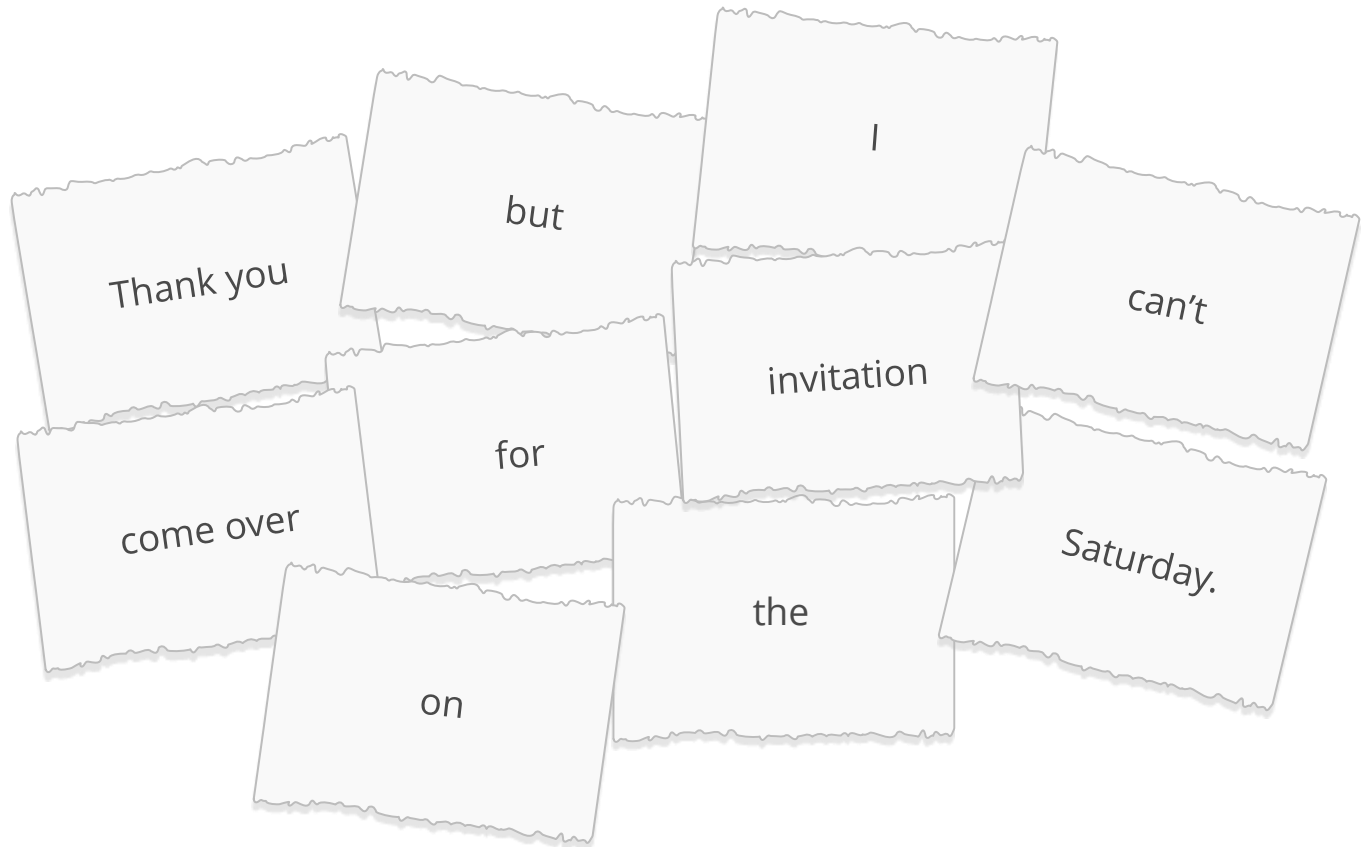
Thank you for **inviting** me!

I'm sorry, but I have **to decline**.





## Unscramble to make a sentence





What is happening in the picture?



She is accepting the invitation.

She is declining the invitation.





## Inviting someone to an event

- In order to invite someone to an event or party, we use **would** or **could** followed by a verb to be polite.

Statement	Question
Come to our party.	<b>Would you</b> like to come to our party?
Come at 8 o'clock.	<b>Could you</b> come at 8 o'clock?
Go to dinner with me.	<b>Would you</b> like to go to dinner with me?



## Accepting and declining invitations

There are many ways to accept or decline an invitation. If you can't go to an event, be sure to thank the person for inviting you!

Accepting	Declining
<b>Sure, I would love to.</b>	<b>Sorry,</b> I'm not able to come.
<b>Sounds great!</b>	<b>No,</b> thank you.
<b>I am looking forward to it!</b>	<b>I can't,</b> but thank you for the invitation.



## The invitation

1. We are celebrating my birthday, so I am having a small \_\_\_\_\_.
2. \_\_\_\_\_ you like to come?
3. The party is \_\_\_\_\_ Friday at 8 o'clock.
4. Hope to \_\_\_\_\_ you then!



**party**

**on**

**see**

**would**



What are some polite ways to answer an invitation?

**I'm not able to come.**

**No way!**

**No, thank  
you.**

**Why not?**

**Yes, I'd love to.**

**I can't make it.**

**What is the time  
and date?**

**That sounds great!**

**I don't  
think so.**

**Sure!**



## Rewrite the sentence using the pronoun *he*

1. I can definitely come.

→ **He** can definitely come.

2. Do I need to bring food or drinks?

→ \_\_\_\_\_  
\_\_\_\_\_

3. I am looking forward to it!

→ \_\_\_\_\_  
\_\_\_\_\_



## Sample party invitation

Dear Carla,

Please join me in celebrating my 25<sup>th</sup> birthday!

The party will take place this Saturday, the 18<sup>th</sup> of May at 8 o'clock.

We will go for a meal at Giovanni's Italian Restaurant in Main Street and then take the train into the city centre to go bowling.

I would be delighted if you could come. Please let me know if you can make it!





## Your turn!

Party time!

Pretend that you are having a party. Write a short invitation, and share it with your classmates.

Don't forget to include important details like the date, time and location!



## Casual invitations



- Invitations are not always formal, and you will not always write an official invitation when you are arranging to meet someone. You may want to invite somebody to a more casual meeting, e.g. to have a coffee, to go on a date or simply to take a stroll.
- There are many ways to invite someone to a casual meeting.

Do you want to...?

Would you like to...?

How about we...?

Should we...?

Why don't we...?

Let's...







## Casual invitations

- If the subject of the invitation is **you** and we are using an auxiliary or modal verb, then we use the full infinitive (with the word **to** included).
- If the subject is **we** then we drop the word **to** and conjugate the verb normally.

Do you want...	<b>to see</b> a movie?
Would you like...	<b>to get</b> something to eat?
How about we...	<b>take</b> a walk?
Should we...	<b>go</b> rock climbing?
Why don't we...	<b>watch</b> the football match?
We could...	<b>listen</b> to some music!



## New in town

Your cousin has just moved to your town and has no friends. You want to hang out with her and help her meet people, so you decide to invite her to various things.

Use different types of sentences to invite your cousin to...



the cinema

a museum

see the sights

a picnic

a sports event

go swimming

have a coffee

go shopping

a birthday party



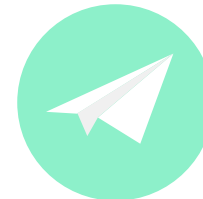
## Reflect on the goals

Go back to the second slide of the lesson and check if you have achieved all the goals of the lesson.

yes

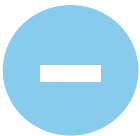
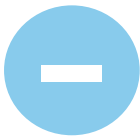
no



## Reflect on this lesson

Think about everything you have seen in this lesson.  
What were the most difficult activities or words? The easiest?

If you have time, go over  
the most difficult slides again



## Answer key

**Exercise p. 6**  
1b, 2c, 3a, 4e, 5d

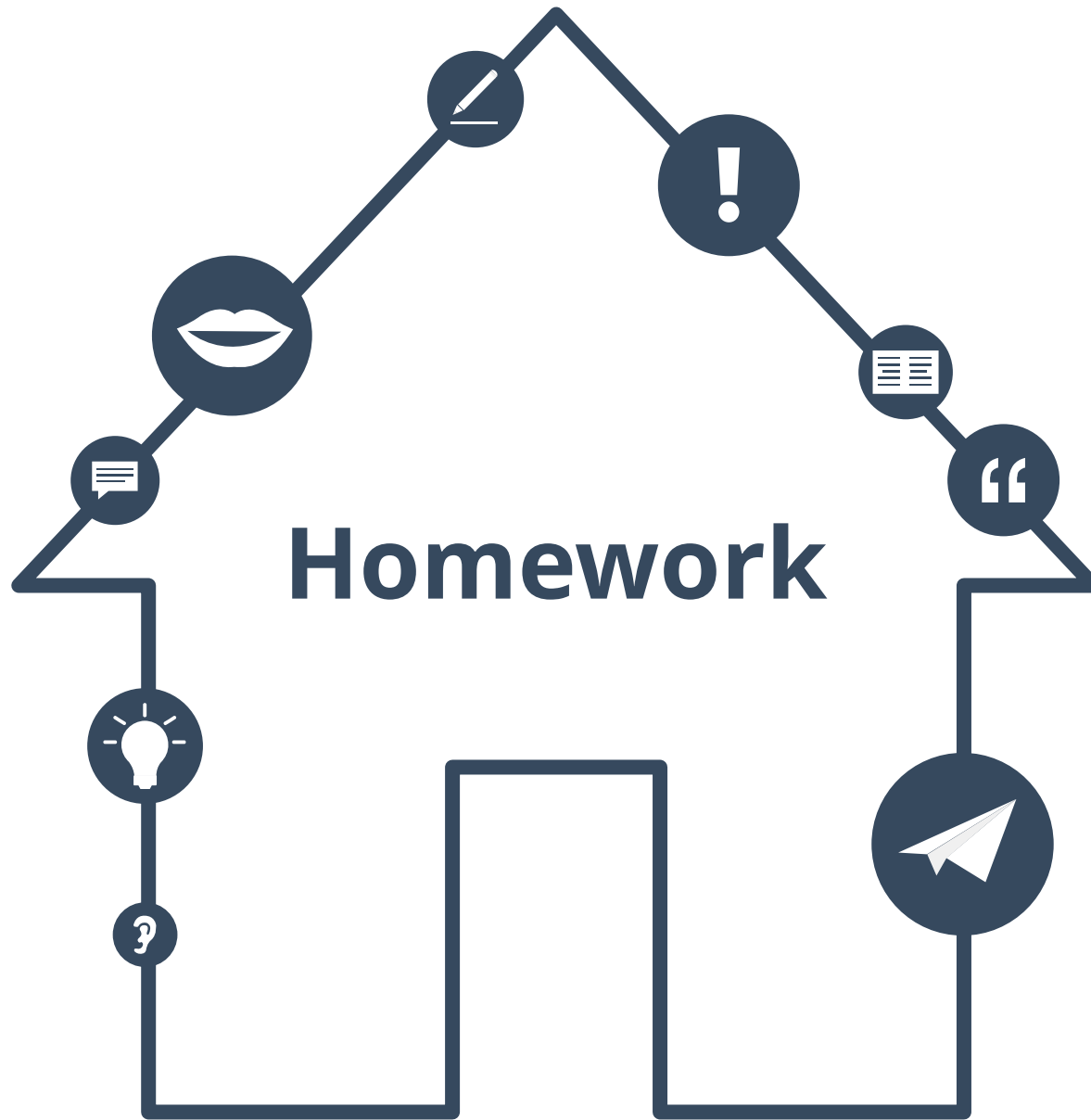
**Exercise p. 7**  
having, is, on, at

**Exercise p. 15**  
Thank you for the invitation but I can't come over on Saturday.

**Exercise p. 16**  
She declines the party invitation.

**Exercise p. 19**  
1. party 2. would 3. on 4. see

**Exercise p. 21**  
2. Does he need to bring food or drinks?  
3. He is looking forward to it!





## Fill in the gaps

1. What \_\_\_\_\_ is the party?
2. When is \_\_\_\_\_ birthday?
3. I'm sorry, but I have to \_\_\_\_\_.
4. I would love to \_\_\_\_\_ over for dinner.
5. \_\_\_\_\_ you please bring a bottle of wine?
6. Would you \_\_\_\_\_ to come to my party?
7. \_\_\_\_\_ you for the invitation.

**come**  
**time**  
**decline**  
**like**  
**your**  
**Could**  
**Thank**



## Vocabulary lists

**Check the first five words of the lesson.  
Sort them into two lists.  
Give your lists a name.**

List 1: \_\_\_\_\_

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List 2: \_\_\_\_\_

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## My favourite words

Choose five words or phrases from the lesson  
and write them down in your list of *My favourite words*.

A graphic of a notepad with a light grey background and a vertical line of circular punch holes on the left side. A white, torn-edge sticker is placed diagonally over the top right of the notepad, with the text "My favourite words" written on it in a black, sans-serif font. Below the sticker, the notepad has several horizontal lines. The first three lines are pre-filled with the text "Word one", "Word two", and "Word three" respectively. The fourth line is followed by an ellipsis "...", and the remaining lines are blank.



## Make flashcards

**Make flashcards out of paper and copy down four words or phrases from this lesson that are hard for you.**





## Sentences in the third person plural

**Choose five example sentences from this lesson.  
Copy them and rewrite them about  
a group of people (or using the pronoun *them*).**



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Examples:

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She is a doctor

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→ Hannah and James are doctors.

---



He speaks English and French

---



→ They speak English and French.

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...

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## Homework answer key

- Exercise p. 31**
1. time
  2. your
  3. decline
  4. come
  5. could
  6. like
  7. Thank



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