APPENDIX - THREE
The Jalaram Electricals,
Halar Cross Lane,
Bulsar.

Dear sirs,

We are taking the liberty to deliver, on approval, 500 plugs and 500 sockets manufactured by Himanshu Industries instead of those manufactured by Amar Industries as ordered by you.

The electrical goods manufactured by Amar Industries are not available as a result of their workers' indefinite strike. In the circumstances we turned to the goods offered by Himanshu Industries and found that they were exact substitutes. Their quality and prices are the same as those of the Amar products.

We trust you would appreciate that we have helped you by taking a decision ourselves in the matter.

Yours Faithfully,

A.C.Choksi
Proprietor
Exercise : One

Answer the following Comprehension Questions on the basis of the letter.

(1) What had been asked for, by The Jalaram Electricals?

(2) The Jalaram Electricals had specifically demanded the goods of which company?

(3) Why the goods of Amar Industries are not available?

(4) Why Mr. Choksi is sending the substitute goods?

(5) Had the talk taken place in advance regarding the substitute goods?

(6) Which words in the letter correspond to the following:

   a. freedom: ________________________________

   b. produced: ________________________________

   c. not sure: ________________________________

   d. to praise / to admire: ________________________________
Exercise: Two

Fill in the boxes given below, on the basis of the Keys.

KEYS:

(1) A list of names, places, goods etc. in special order ........
(2) To publicize or to make known ........
(3) Something which is asked to do ........
(4) A document mentioning the current price of a thing ........
(5) The building and its adjuncts ........
(6) One who is buying and selling things ........
(7) A thing which is made by either man or nature ........