General Training Writing Task 1 Sample 13:

You should spend about 20 minutes on this task.

Your car insurance company has told you that they are going to increase the amount you have to pay in insurance for your car each month. You are not happy about this.

Write a letter to the insurance company and explain:

- Why you are writing to them
- Why you think the insurance should not be increased
- What you want them to do

You should write at least 150 words.

You do NOT need to write your own address.

Model Answer 1:

Dear Sir/ Madam,

I am writing this letter with regards to a letter which you send me recently stating that you are going to increase the amount of insurance for my car.

I am a regular customer of your insurance company. My new car insurance is little higher than my previous car. The sudden increase in insurance is not acceptable because you are telling me to pay 20% more in every month.

As I said I am a customer of your company for more than 10 years and I never claimed on my insurance during this period. However, other insurance companies have not increased their rates and I can think of two better alternatives that would be glad to take the hassle to transfer me under their insurance policy. I would really appreciate if you could write back to me and explain the situation why such an increase is needed. If you are unable to justify it to me, then I am afraid that I will have to move my insurance to another insurance company.

Looking forward to receiving your reply.

Yours faithfully,

Sonia