

An old friend, Sue Brown, has written to you saying she would like to come and visit your home town. She has asked you a list of questions.

Read the beginning of Sue's email and your notes, which answer her questions. Then write an email to her, recommending the city as a place to visit and suggesting she should come and stay with you.

I'm going to a conference at that big Conference Centre on the coast on the 18 July so I thought I might come down and stay the night and then have a weekend with Tom in your home town. It'd be really helpful if you could tell me:

- how to get to your home town from the Conference Centre ← *Hourly train connections.*
- about a good hotel ← *Stay with me.*
- what we can see there ← *Lovely park.  
Medieval castle.*
- what kind of clothes we will need ← *Usually very hot weather in July.  
Shorts. T-shirts.*

Write an email in 120–150 words. You must use grammatically correct sentences with accurate spelling and punctuation in a style appropriate for the situation.