


Paying bills at the post office

1 Look at the bill. Tick what the bill is for.

- Electricity Gas Telephone Water



Aussie Power

Account No 80395829

Customer Service line
13 1535

Account summary

Opening balance	You paid	This bill	Closing balance	Total Payable
\$81.92	\$81.00	\$53.54	\$54.46	\$54.00

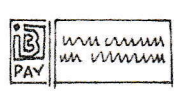
Miss J SWAIN
35 Sardinia PI
BELGROVE NSW 2401

Due by
28 February 2005

Account details

Total Payable
\$54.00

Due by
28 February 2005



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2 Read the words below. Circle these words on the bill.

- | | | |
|-----------------|-----------------|-----------------|
| Account summary | Due by | Total payable |
| Account No | Closing balance | Account details |

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- 3 How do you pay your bills? Tick the methods you use.
- on the telephone
 - at the post office or bank
 - by mail
- 4 Listen to Conversation 1. Answer the questions. You may need to tick more than one box.
- a What does the customer want to pay for?
- gas
 - electricity
 - telephone
 - water
- b How does the customer pay?
- cash
 - cheque
 - EFTPOS
- c How much does the customer pay?
- \$154.00
 - \$54.50
 - \$64.00
- 5 Listen to Conversation 2. Answer the questions. You may need to tick more than one box.
- a What does the customer want to pay for?
- gas
 - electricity
 - telephone
 - water
- b How does the customer pay?
- cash
 - cheque
 - EFTPOS
 - credit card
 - savings

-
- c What does the teller say?
- Enter your PIN number and press okay.
 - Enter your account code and press okay.
- 6 Listen to Conversation 3. Answer the questions. You may need to tick more than one box.
- a What does the customer want to pay for?
- gas
 - electricity
 - telephone
 - water
- b How does the customer pay?
- cash
 - cheque
 - EFTPOS
 - credit card
 - savings
- c How long would it take to clear a cheque?
- one week
 - five days