

**Complete the gaps with correct form of the verb.**

- 1 Purchases cannot \_\_\_\_\_ (exchange) without a receipt.
- 2 Sue is \_\_\_\_\_ (use, get up) quite early because of her job.
- 3 The employee went inside even though she \_\_\_\_\_ (tell) to stay away from it.
- 4 The meeting \_\_\_\_\_ (hold) at five on Monday.
- 5 On Tuesday the conference room is reserved between three and four. The committee \_\_\_\_\_ (have) a meeting.
- 6 I don't believe it! This is the third time that my credit card \_\_\_\_\_ (decline).
- 7 Yesterday the injured party \_\_\_\_\_ (award) damages by the Supreme Court.
- 8 By the time they arrived, the meeting \_\_\_\_\_ (already, start).
- 9 We eavesdropped while he \_\_\_\_\_ (interview) by the police.
- 10 The tickets will be sold out before we \_\_\_\_\_ (get) there.
- 11 I \_\_\_\_\_ (have, the market analysis, make) yet.
- 12 They always ask: "Have you tried \_\_\_\_\_ (turn) it off and on?"
- 13 Yesterday at eight we \_\_\_\_\_ (still, work) on the project.
- 14 As soon as he finishes, he \_\_\_\_\_ (go) straight home.
- 15 At the end of the project, my boss gave me a gift card for all the hard work I \_\_\_\_\_ (do).
- 16 Eventually I got \_\_\_\_\_ (use, work) late.
- 17 The printer cartridge needs \_\_\_\_\_ (change) urgently.
- 18 We \_\_\_\_\_ (open) branches in Prague and Budapest by 2020.
- 19 Sheila \_\_\_\_\_ (consider) taking early retirement when they made her redundant.
- 20 Aaron \_\_\_\_\_ (recruit) by my predecessor.

**KEY**

- 1 be exchanged
- 2 used to getting up
- 3 had been told
- 4 is being held/is going to be held
- 5 will be having
- 6 has been declined
- 7 was awarded
- 8 had already started
- 9 was being introduced
- 10 get
- 11 haven't had the market analysis made
- 12 turning
- 13 were still working
- 14 will go
- 15 had done
- 16 used to working
- 17 changing
- 18 will have opened
- 19 was considering
- 20 was recruited