

Questions 7–9 refer to the following memo.

To All Employees:

Mr. Sachimoto of the Tokyo office will be visiting our offices next week. This will be his first visit with us. Since he has _____ been here before, please do all you can to make sure

7. (A) never
(B) often
(C) seldom
(D) occasionally

he leaves here with a good impression. While we plan to keep our guest very busy during the work day, we also want him to enjoy some _____ times with us. A reception is

8. (A) relax
(B) relaxed
(C) relaxing
(D) relaxation

planned for Friday evening, and all staff are strongly encouraged to attend. While each of you may have other occasions to meet and talk with Mr. Sachimoto during the week, we consider Friday's event _____ of his visit. We hope to see all of you there.

9. (A) important
(B) more important
(C) the more important
(D) the most important