

# Grammar Reference

## Unit 5 - 'Have to' and 'must' (obligation)

### Meaning and use

If you **have to do** something, it is necessary for you to do it. It's a law, an obligation or a fact.

*You **have to get** a visa if you want to go to Russia.*

*According to our agreement, we **have to send** these orders to our client today.*

*I **have to go** to the doctor later today.*

If you **must do** something, it is necessary for you to do it, but this is often your opinion or a rule that you have made yourself.

*I **must remember** to buy a birthday card for Alice today.*

We see **must** (not **have to**) in formal written notices or rules that an organization has made itself.

*All students **must be** at the examination hall fifteen minutes before the exam.*

We can often use either **have to** or **must** in a sentence. But be careful! There a big difference in meaning between **don't have to** and **mustn't**. If you **don't have to do** something, it isn't necessary to do it, but you can if you want.

*You **don't have to finish** the spreadsheet today. Tomorrow will be fine.*

If you **mustn't do** something, it means 'don't do it'. It is necessary **not** to do it.

*Employees **mustn't send** passwords by email.*

*I **mustn't make** any mistakes this time.*

### Form

We use **have to / must + infinitive without 'to'**. **Must** is the same form for all persons (*I, you, he, she, etc.*). **Have to** changes to **has to** in the third person singular (*he, she, it*).

#### Positive

*Karen **has to get up** at six every day in order to get to work on time.*

*You **must drive** more carefully or you will have an accident.*

#### Negative

*You **don't have to take** a towel. The swimming pool provides them.*

*They're expecting us to call so we **mustn't forget**.*

#### Questions

It is possible to ask questions with **Must + subject...?** but it is much more common to use **Do/Does + subject + have to...?**

***Do I have to come** to the meeting tomorrow? (**Must I come** to the meeting tomorrow?)*

### Take note: the future and the past

There is no future or past form of **must**. We use **will have to** (future) and **had to** (past).

*It's too late now. You **will have to talk** to her tomorrow.*

*All the trains were cancelled, so we **had to get** a taxi.*

***Did you have to write** it all again?*

### Take note: have got to

In informal British English, we sometimes use **have got to** instead of **have to**. They mean the same.

*You've **got to get** a visa if you want to go to Russia.*

***Have we got to send** these orders today?*

## Spoken English

**Have to** and **must** are modal verbs. When we say modal verbs, we usually say them quickly and often without emphasis. So **have to** sounds like 'hafta' (haf tə). **Must** sounds like 'mus' (məs). You don't hear the final /t/ sound in **must**.