

**in good condition /  
in perfect condition**

**not broken / like new**



**MORE EXAMPLES** 🗨️

"My car is **in perfect condition** because I take good care of it."

"Our house used to be in bad condition. We fixed everything, so now it's **in good condition**."

he **just stepped out**

he **went out for a short time**



### MORE EXAMPLES

A: "Could I speak to Eva?"

B: "She **just stepped out** of the office. She'll be back soon."

A: "Fred's not in his office. Is he gone for the day?"

B: "No, he **just stepped out.**"

For *back*, see page 264

For *gone for the day*, see page 55

## I'll put you through

I will connect you

Say this during a phone call.



### MORE EXAMPLES

A: "Could I speak to Mr. Lim?"

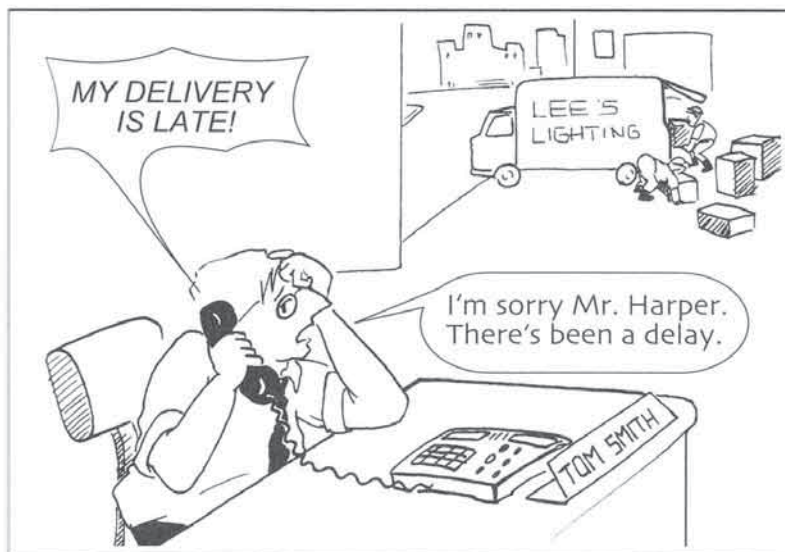
B: "He's not here right now. **I'll put you through** to his assistant."

A: "I'd like to speak to the manager."

B: "One moment, please. **I'll put you through.**"

## There's been a delay

Say this when something is late.



### MORE EXAMPLES

A: "Has the package arrived yet?"

B: "No, **there's been a delay** because of bad weather."

"**There's been a delay** in production. One of the machines broke down."

## for good

forever; permanently



### MORE EXAMPLES

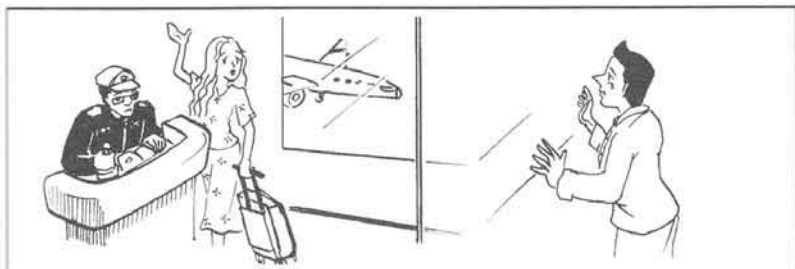
"There were ants in my kitchen. But after I used ant killer, they were gone **for good!**"

"I've tried to quit smoking before, but this time I'm quitting **for good.**"



## hear from someone

receive communication from someone



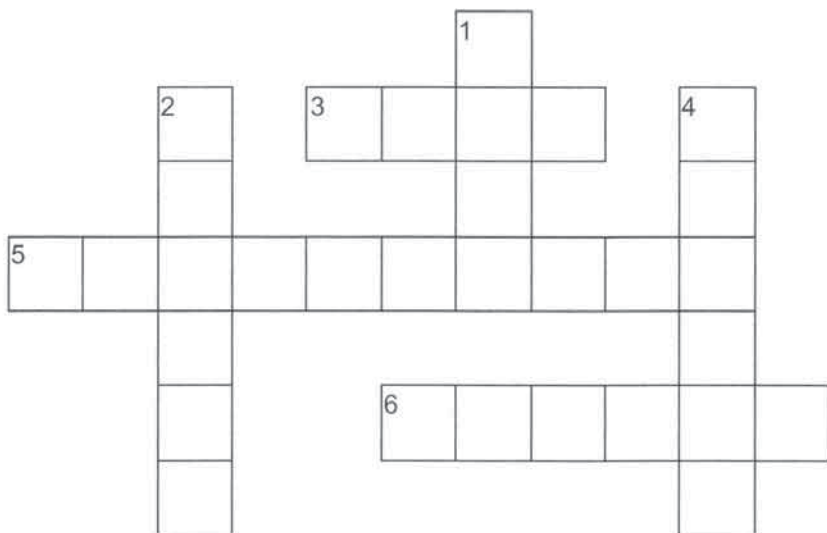
### MORE EXAMPLES

A: "I **heard from** Jack last week. He emailed me."

B: "How is he?"

"I haven't **heard from** my sister for a long time. I hope she's okay."

## GRAB A PENCIL! • Puzzle #14



### ACROSS

- 3) "I heard \_\_\_ Sue. She emailed me last week. She's getting married."
- 5) "Sam just \_\_\_ \_\_\_ of the office for a few minutes."
- 6) "My bicycle is five years old, but it's \_\_\_ \_\_\_ condition because I take care of it."

### DOWN

- 1) "Joe moved to Taiwan." ■ "Is he coming back?"  
■ "No, he moved there for \_\_\_."
- 2) "Your shipment will arrive late because there's been \_\_\_ \_\_\_ at the customs department."
- 4) (on the phone) "Can I speak to the manager?"  
■ "Yes, I'll \_\_\_ \_\_\_ through to him."

*For answers, see page 366*