

NOTICE WRITING

QUESTION BANK

1. Your class is going to publish a wall magazine and you being the class monitor are given charge of it. Write a notice asking your friends to contribute their articles, stories, drawings and other works.
2. You are the Head boy/girl of the school and are in charge of hosting an assembly for your school. Write a notice inviting people who want to participate.
3. You are the library in-charge of your school. You find that several books were issued but have not been returned. Write a notice addressing the problem and letting all students know that they must return any book that they have been issued out.
4. Write a notice informing the students about the celebration of Independence day in your school. Invent necessary details.
5. You are Lalit/Lalita, Sports Secretary of Model Public School, Udaipur. Write a notice in not more than 50 words for your school notice board asking the students to give their names for participation in various events to be held on the Annual Sports Day of your school. Invent the details of the events.
6. You have found a geometry box in the school playground. Write a notice in not more than 50 words for the school notice board. You are Pawan/ Pawni, Head Boy/Girl, Angel Public

School, Faridabad.

7. You are Supriya / Suraj of DAV Public School, Nerul. As the Student Coordinator of the Green Drive initiated by your School to mark the occasion of the World Wildlife Day on 3rd March, draft a notice urging the students to preserve the forests and wildlife.

8. You are Rahul Goel, president of the History Association of your school. Write a notice in about 80-100 words to inform the students of your school about an educational tour which has been organized to visit historical places in Jaipur. Give all the necessary details.

9. You are Karan or Kiran, the Cultural Secretary of Your School. You have been asked to inform the students of classes VI-VIII about an Inter-House Poem Recitation Competition. Write a notice in about 80-100 words to be put up on your school notice board with all the relevant details.

10. You are Rashi /Rohin, President of the Eco-Club of Surya Nagar Colony. The club is holding a meeting on the coming Sunday for the residents of the colony to make them aware of a cleaner and better environment. Write a notice in about 80-100 words informing the residents about the venue, time and purpose of the meeting.