

Passive Voice

1. Choose the most suitable tense. The first example is done for you.

1. Their new house hasn't been finished / wasn't finished yet.
2. The robbers were arrested / have been arrested as soon as they left the bank.
3. Sue told us her baby is born / had been born two weeks earlier than expected.
4. If there is too much snow, the match has been cancelled / will be cancelled.
5. When were you told / have you been told about the new rules?
6. Most of the passengers were swimming / were swum easily to the shore.
7. The winning horse was ridden / was riding by Pat Murphy.
8. I looked again for the old man, but he was vanished / had vanished.
9. I don't think that you will be asked / are being asked to show your passport.
10. By the time we go there, the rain had stopped / had been stopped.

2. Put each verb in brackets into a suitable passive tense.

1. I'm sorry , madam, but this carpet (already sell) has already been sold.
2. The old house on the corner (knock down) was knocked down last year.
3. When exactly (John give) was John given/will John be given his prize?
4. Most people agree that America (not discover) was not discovered by Ch. Columbus.
5. All complaints about products (deal with) are dealt with/will be dealt with by customer service department.
6. Police confirmed that the murder weapon (since discover) has since been discovered in a nearby lake.
7. It (announce) was announced yesterday that the government has decided not to raise income tax.
8. Good news! I (ask) have been asked to take over as the new managing director.
9. I don't believe that this play (write) was written by Shakespeare.
10. Ann really likes (invite) being invited to dinner parties.

3. Rewrite each sentence, putting the verb underlined in the passive where this is possible.

1. I really like this hotel. / not possible/
2. People ate most of the food at the party. Most of the food at the party was eaten.
3. Jane won the poetry competition. The poetry competition was won by Jane.
4. Peter's new car cost over £20.000. not possible
5. Martin always wears casual clothes. not possible

6. One of our visitors lost this cigarette lighter. This cigarette lighter was lost by one of our visitors.
7. They haven't decided the exact time of the match yet. The exact time of the match hasn't been decided yet.
8. Most of the guests had left the hotel by midday. not possible
9. Some parents read to their children every night. Some children are read to by their parents every night.
10. This bike belongs to my sister. not possible

4. Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. (Two to five words).

1. Last Thursday we appointed a new marketing manager. /was/.
A new marketing manager was appointed last Saturday.
2. Smith Ltd are supplying our company with furniture. /supplied/.
Our company is being supplied with furniture by Smith Ltd.
3. William the Conqueror built the castle in the 11th century. /by/.
The castle was built by William the Conqueror in the 11th century.
4. No decision has yet been made /decided/.
Nothing has been decided yet.
5. People believe that someone murdered Jenkins /was/.
It is believed that Jenkins was murdered.
6. Your hair needs cutting. /get/.
You ought to get your hair cut.
7. The police were following the suspects. /were/.
The suspects were being followed by the police.
8. No one has seen Peter since the day of the party. /been/.
Peter has not been seen since the day of the party.
9. We put up the notice about the trip on the notice board yesterday. /was/.
A notice about the trip was put up on the notice board yesterday.
10. People think that an apple a day is good for you. /to/.
An apple a day is thought to be good for you.

5. Rewrite each sentence so that it contains a form of *have something done*. Do not include the agent.

1. A painter painted our house last month.
We had our house painted last month.
2. The hairdresser is cutting my hair this afternoon.
I am having my hair cut this afternoon.
3. Someone has stolen my motorbike.

- I have had my motorbike stolen.
4. The dentist has taken out all of Rocky's teeth.
Ricky has had all his teeth taken out.
5. I haven't been to the car-wash for a long time.
I haven't had my car washed for a long time.
6. The men are coming to put in the new central heating on Saturday.
We are having the new central heating put in on Saturday.
7. Someone broke Harry's nose in a fight.
Harry has his nose broken in a fight.
8. Isn't it time someone fixed your tv?
Isn't it time you had your tv fixed?
9. Helen's publishers have just published her book.
Helen has just had her book published.
10. The police towed away Nigel's car.
Nigel had his car towed away.

6. Rewrite each sentence so that it contains a form of *have something done*. Do not include the agent

1. Apparently, Freddie has a wife in Scotland.
Freddie is said to have a wife in Scotland.
2. Nobody knows anything about Brenda's family.
Nothing is known about Brenda's family.
3. People think that someone started the fire deliberately.
The fire is thought to have been started deliberately. / It is thought that the fire was started deliberately.
4. You should ask a doctor to see to that cut.
You should have that cut seen to by a doctor.
5. People say that Chris was in the army.
Chris is said to have been in the army. It is said that Chris was in the army.
6. My trousers need to be pressed before I leave.
I must have my trousers pressed before I leave.
7. No-one has signed this letter.
This letter has not been signed.
8. Mary's hair still needs cutting.
Mary hasn't had her hair cut yet.
9. People believe that Norma is living in Paris.
Norma is believed to be living in Paris. / It is believed that Norma is living in Paris.
10. The director of the school has decided that smoking is no longer allowed.
It has been decided that smoking is no longer allowed in the school.

To have something done.

Exercise A. Answer the questions.

1. The doctor examined Paul's ankle. What did Paul do?
Paul had his ankle examined.
2. Someone delivers her groceries once a week. What does she do?
She has had her groceries delivered once a week.
3. A hairdresser has cut and styled Pamela's hair. What has she done?
She has had her hair cut and styled.
4. Someone will repair our leaking roof. What will we do?
We will have our leaking roof repaired.
5. Someone cut the lawn for them while they were away. What did they do?
They had the lawn cut for them while they were away.
6. Somebody had serviced their car before they went on holiday. What had they done?
They had had their car serviced before they went on holiday.
7. A builder will do up Jan's attic. What will Jan do?
Jan will have his attic done up.
8. Someone is designing some furniture for him. What is he doing?
He is having some furniture designed for him.
9. A detective investigated the case for her. What did she do?
She had the case investigated for her.
10. Someone has written the actor's life story for him. What has he done?
He has had the actor's life story written for him.
11. Someone is organising a birthday party for her. What is she doing?
She is having a birthday party organised for her.
12. The secretary had prepared the minutes for him before the meeting. What had he done?
He had had the minutes prepared for him before the meeting.
13. He was building their swimming pool. What were they doing?
They were having their swimming pool built.
14. He had someone paint his daughter's portrait. What did he do?
He had his daughter's portrait painted.

Exercise B. Write the sentences in the causative.

1. Their wedding reception was organised by caterers.
They had their wedding reception organised.
2. I'll ask her to make the appointment for Friday.
I will have the appointment made for Friday.

3. He was mending the table for Sophie.
Sophie was having the table mended.
4. He took his boots to be re-heeled.
He had his boots re-heeled.
5. I will tell James to cancel the meeting tomorrow.
I will have the meeting canceled tomorrow.
6. Don't ask them to post the letters.
Don't have the letters posted.
7. I'll get the men to move this for you by this evening.
I will have this moved for you by this evening.
8. The mechanic is repairing her car.
She is having her car repaired.
9. They renovated the Smith's house last year.
The Smith had their house renovated last year.
10. They are going to clean our swimming pool.
We are going to have our swimming pool cleaned.
11. He doesn't mind the barber cutting his hair short.
He doesn't mind having his hair cut.
12. You should ask someone to water your plants while you're on holiday.
You should have your plants watered while you're on holiday.
13. She prefers sending her clothes to the dry-cleaner's.
She prefers having her clothes dry-cleaned.
14. My father likes people taking his photograph.
My father likes having his photograph taken.
15. Our cooker was being repaired when the lights went off.
We were having our cooker repaired when the lights went off.
16. The beautician polished the model's nails.
The model had her nails polished.
17. Has your leg been X-rayed?
Have you had your leg X-rayed?
18. Where do they take their photographs to be developed?
Where do they have their photographs developed?
19. Will she get someone to deliver the computer?
Will she have her computer delivered?
20. Would you like someone to do the shopping for you?
Would you like to have the shopping done for you?