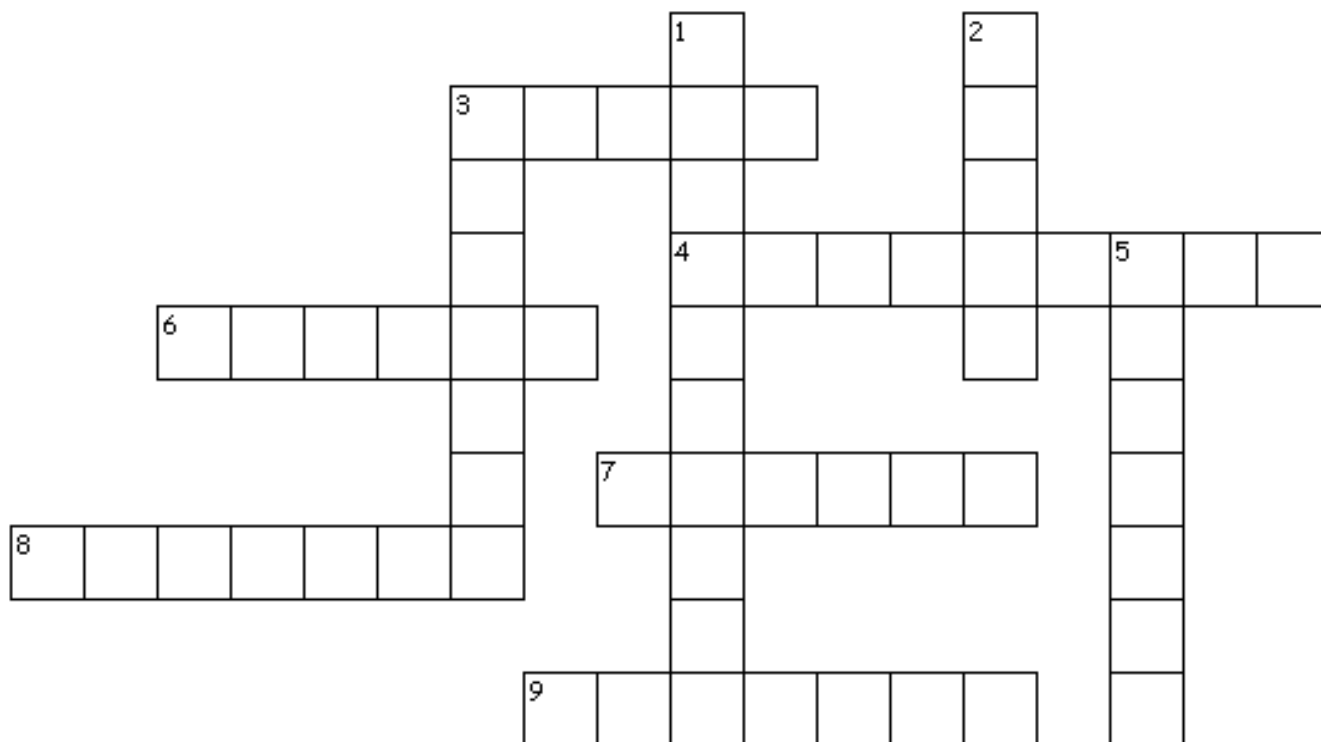




Administration Crossword

Use the clues to place the words in blue in the crossword.



Across

3. Savana may need to _____ some of the enquiries to people who can provide the correct information.
4. Savana _____ checks her emails for requests from people.
6. It is important to _____ the camping booking sheet every day as camping sites are limited.
7. A _____ of all emails received by the Kakadu National Parks Office must be kept.
8. Savana receives emails from people who _____ information on bush-walking and camping in Kakadu National Park.
9. Savana has to _____ to all the emails she receives with the correct information.

Down

1. Each space on the camping booking form _____ one night.
2. When Savana emails a _____ to people's requests, she makes sure she has the correct information.
3. A _____ is given to campers who have paid for their permit and campsite.
5. Savana can _____ many emails in a day.

Answers

REQUEST
RESPOND
REFER
RECEIPT
REPLY
REPRESENTS
RECORD
REVIEW
REGULARLY
RECEIVE