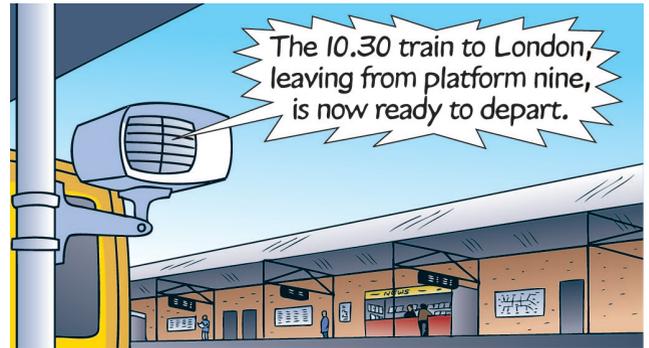


**Passengers travelling without a valid ticket will receive a fine.**



**Metro police will remove and destroy any bags left unattended.**

**SOME TRAIN SERVICES DELAYED BY TODAY'S SEVERE WEATHER HAVE NOW BEEN CANCELLED.**

### Presentation

Relative clauses can sometimes be shortened by omitting the relative pronoun and using a present or past participle.

Relative clause	Reduced relative clause
Passengers <b>who travel</b> without a valid ticket will receive a fine.	Passengers <b>travelling</b> without a valid ticket will receive a fine.
Metro police will remove and destroy any bags <b>which are left</b> unattended.	Metro police will remove and destroy any bags <b>left</b> unattended.

If the verb in the relative clause is in the active form, use the present participle (-ing).

Active: *The 10:30 train to London, which leaves from platform nine, is now ready to depart.* → *The 10:30 train to London, leaving from platform nine, is now ready to depart.* ✓

*The 10:30 train to London, left from platform nine, is now ready to depart.* ✗

If the verb in the relative clause is in the passive form, use the past participle form:

Passive: *Some train services which have been delayed by today's severe weather have now been cancelled.* → *Some train services delayed by today's severe weather have now been cancelled.* ✓

*Some train services delaying by today's severe weather have now been cancelled.* ✗

You cannot use a reduced relative clause when the relative pronoun is the object of the relative clause:

*The train for London, which I was going to take, has now been cancelled.* ✓

*The train for London taking has been cancelled.* ✗

**1 Complete the sentences using only the verb in brackets in the correct form.**

- 1 Anyone ..... (drive) over the speed limit will be stopped.
- 2 Any employee ..... (work) hard could receive a bonus this month.
- 3 Passengers ..... (wait) for trains can use the waiting room on platform two.
- 4 Letters ..... (send) with a first class stamp arrive the following day.
- 5 Any items ..... (leave) in the classroom at the end of term will be thrown away.
- 6 Glass ..... (put) in green bins is recycled.
- 7 The people ..... (live) in this house have been here for years.
- 8 Many products ..... (buy) online are much cheaper than in the shops.
- 9 There is a fine for any library books ..... (return) late.
- 10 We'll give a reward to anyone ..... (provide) the police with information about the missing jewels.

**2 Combine the two sentences with a reduced relative clause.**

- 1 A bag was stolen from my hotel room. It had my passport in it.  
The bag stolen from my hotel room had my passport in it.
- 2 She's the one. She's demanding a pay rise.  
She's the one ..... a pay rise.
- 3 This is a job. It needs someone with plenty of experience.  
This is a job ..... someone with plenty of experience.
- 4 A package was delivered this morning. It's on my desk.  
The package ..... this morning is on my desk.
- 5 It's a university. It specialises in medicine.  
It's a university ..... in medicine.
- 6 That's the baby. She was born only three hours ago.  
That's the baby ..... only three hours ago.

**3  Read these announcements. Reduce the relative clauses where possible. Then listen and check.**

- 1 All passengers <sup>travelling</sup> ~~who are travelling~~ to Delhi, please proceed to gate number 31, where your plane is ready for boarding. That's flight AI 511, which departs from gate 31.
- 2 Could those passengers who are waiting for their luggage from flight AI 552 please come to the baggage claim desk where we have their suitcases.
- 3 Anyone that enters Passport Control should have their passport and boarding card ready for inspection. Any hand luggage which is carried with you must conform to size restrictions.
- 4 This is a no-smoking flight. Any passenger who is caught smoking will be detained by airport police after landing.
- 5 We are about to land. All electronic items which are switched on should now be turned off.