Fill in the gaps with a suitable verb in the present perfect or the past simple.

Dear Lewis,
I've been (1) here in Spain for two weeks now and
I'm having a really good time. When I(2) at
the airport I(3) very lonely. But I
with a really nice family. They (5) me to the
seaside last weekend and we(6) in the sea.
I really
Spanish but I (not) (9) to any language
classes yet - they start next week. It's now midnight and I
need to go to bed as I (10) a very busy
day. I (11)
shopping this morning and I
(12)
tennis this afternoon.
Write back soon.
All the best,
Richard

Read this conversation between two people in a sports club. Underline the most suitable form of the verb which fits best.

Anna: Excuse me. We've waited / We've been waiting (1) to play tennis since 10.30. It must be our turn now. How long have you played / have you been playing (2)?

Tim: Since about 9.30. We've played/We've been playing (3) two matches so far this morning and we haven't finished/we haven't been finishing (4) the third yet. You'll have to wait or do something else. Have you tried/Have you been trying (5) the swimming pool?

Anna: We don't want to swim, we want to play tennis. You've played / You've been playing (6) for more than two hours and it's our turn. We're tired of waiting and we haven't got anything to do. We've read / We've been reading (7) the magazines we brought with us.

Tim: I said you'll have to wait. I always play on a Saturday morning. Anyway, we've already started/we've already been starting (8) the third match.

Anna: Oh well, it looks like we've got no choice, but we've booked/we've been booking (9) the court for next Saturday so you'll be unlucky then.