

Dear loyal customers,

It has been an exciting and interesting year for Statewide Office Furniture and on behalf of our growing team we would like to extend our gratitude to you for supporting us and supporting the Australian Made manufacturing industry. In order to help you prepare for the summer break, please find below the details for trading hours and pre-Christmas delivery cutoff dates.

## **KEY DATES:**

Last day for pickups: Monday 21st December 2020
Head office reopens: Monday, 11th January 2021
Manufacturing recommences: Monday, 11th January 2021

For Pre-Christmas Delivery, or Melbourne and Brisbane pick-ups for ALL customers

 Orders must be confirmed on or before Friday 20<sup>th</sup> Nov 2020.

For Pre-Christmas Pickup from Sydney warehouse

 Orders must be confirmed on or before Friday 27<sup>th</sup> November 2020.

For Items that are in stock (call or email to confirm)

 Orders must be confirmed on or before Friday 27<sup>th</sup> November 2020.

We will endeavor to stock popular products as best we can in all locations, however due to high demand prior to Christmas it can be hard to predict what is required. If an item is required for delivery, it is best to adhere to the dates listed above.

Sincerely,

The Statewide Team

