

3rd October 2018

Dear Valued Customer,

CONFOIL 2018 CHRISTMAS CLOSURE

We wish to advise over the Christmas period Confoil Distribution, Sales and Customer Service will be closed from 12pm on Friday 21st December 2018 and re-opening on Wednesday 2nd January 2019. *Please note NO deliveries or shipments will be scheduled on Friday 21st Dec.*

To assist with planning your requirements, we have detailed the following critical dates to ensure your needs are met. For pre-Christmas order delivery, please ensure you adhere to the following timetable for final order placement.

Important Note: Please direct all orders to;
Email: customerservice@confoil.com.au
Fax: **03 8720 1995**

To ensure delivery, prior to Christmas shutdown, final orders for 2018 delivery should be placed with Customer Service no later than 2.00 pm (EDST) as below:

| | |
|----------------------------|--------------------------------------|
| West Australian Customers | Tues 11 th December 2018 |
| Queensland Customers | Thurs 13 th December 2018 |
| South Australian Customers | Fri 14 th December 2018 |
| Metro Melbourne Customers | Tues 18 th December 2018 |
| Non Metro Victorian | Fri 14 th December 2018 |
| Metro Sydney Customers | Fri 14 th December 2018 |
| Non Metro NSW customers | Thurs 13 th December 2018 |
| Tasmanian Customers | Thurs 13 th December 2018 |

On behalf of Confoil Customer Service I'd like to take this opportunity to thank you for your business and wish you a Merry Christmas and a safe and successful 2019.

Yours sincerely,

Lynda Rogers
Customer Service Supervisor
(03) 8720 1900
customerservice@confoil.com.au

