

## BUSINESS HOURS DURING THE HOLIDAY SEASON:

### CHRISTMAS

- FRIDAY, DECEMBER 21, 2018 - OFFICE WILL CLOSE @ 12H00 NOON
- MONDAY, DECEMBER 24, 2018 - OFFICE CLOSED
- TUESDAY, DECEMBER 25, 2018 - OFFICE CLOSED
- WEDNESDAY, DECEMBER 26, 2018 - OFFICE CLOSED
- THURSDAY, DECEMBER 27, 2018 - OFFICE CLOSED
- FRIDAY, DECEMBER 28, 2018 - OFFICE CLOSED
- MONDAY, DECEMBER 31, 2018 - OFFICE CLOSED

### NEW YEARS

- TUESDAY, JANUARY 1, 2019 - OFFICE CLOSED
- WEDNESDAY, JANUARY 2, 2019 - OFFICE OPEN AS USUAL