



PT. MISUMI INDONESIA

- **Jakarta Office** : Menara Karya 28th Floor, Jl. H.R. Rasuna Said Kav. 1-2 Kuningan, Jakarta Selatan 12950

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- **Cikarang Office** : Jababeka Industrial Estate 1 , Jl. Jababeka XII B, Blok W 27 Cikarang Utara, Bekasi 17530

Tel: 62-21-8984 0008 Fax: 62-21-8984 0007

Cikarang, December 7th, 2022

To : Misumi Indonesia's Valued Customers
Subject : End of Year Holiday 2022.

Dear Valued Customers,
Hereby we would like to inform PT. Misumi Indonesia End of Year Holiday 2022.

Christmas Holiday : Dec 25th, 2022, (Back to work: Dec 26th, 2022)

New Year Holiday : Dec 31st, 2022 to Jan 1st, 2023. (Back to work: Jan 2nd, 2023)

Additional information :

1. Shipping activity will be not available during Holiday.
2. To get **Import product** ETA (9 days shipment**) before:
 - a. Christmas Holiday, please send your PO earlier than usual not longer than **13 Dec 2022 4:30 PM**, ETA will be around **23 or 24 Dec 2022**.
 - b. New Year Holiday, please send your PO earlier than usual not longer than **17 Dec 2022 4:30 PM**, ETA will be around **29 or 30 Dec 2022**.
3. To get **Our Stock product** ETA (1 day shipment) before:
 - a. Christmas Holiday, please send your PO earlier than usual not longer than **22 Dec 2022 4:30 PM**, ETA will be on **24 Dec 2022**.
 - b. New Year Holiday, please send your PO earlier than usual not longer than **28 Dec 2022 4:30 PM**, ETA will be on **30 Dec 2022**.
4. Above estimate shipping date is applied for non-iron steel material, Stock in JPN and in JKT, standard shipping document only.
5. Shipment duration of import product from Japan will be 3 days **longer** from normal shipment lead time 9 working days to 12 working days since New Year Holiday will affect from Dec 29th, 2022 to Jan 4th, 2023
6. In relation to End Of Year Holiday which is affecting the delivery schedule of goods and invoices, with various customers condition, We therefore request for Packing List / Invoices can be accepted and proceeded **without any changes**.

On behalf of PT. Misumi Indonesia Management, we would like to wish you all

Merry Christmas 2022 & Happy New Year 2023.

Should you need further assistances, please feel free to contact us at phone : 021-8984-0008 or Fax : 021-8984-0007, and email : cs@misumi.co.id.

Thank you for your cooperation and understanding.
PT. MISUMI Indonesia,

Michita Kawabe
President Director

