



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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No. Surat : 01/MISUMI/III/2024

Hal : Jam kerja selama bulan suci Ramadhan dan Hari Libur Idul Fitri 1445 H.

Kepada Yth.

Pelanggan PT. Misumi Indonesia.

Dalam rangka menyambut bulan suci Ramadhan dan hari Raya Idul Fitri 1445 H, dengan ini kami informasikan jam operasional dan jadwal libur perusahaan sebagai berikut:

- o Jam kerja operasional : **08:30 – 17:00 WIB**
- o Libur Hari Raya Idul Fitri 1445 H : **9 Apr 2024 – 14 Apr 2024**
- o Kembali bekerja : **15 Apr 2024**

1. Semua aktivitas operasional ditiadakan pada saat tanggal libur yang tertera diatas.
2. Sehubungan dengan jadwal libur tersebut, dapat mempengaruhi jadwal pengiriman barang/ penukaran faktur, kami berharap agar Surat Jalan & Invoice dapat diterima dan diproses tanpa perubahan apa pun.
3. Estimasi Kedatangan Barang **sebelum** libur hari raya Idul Fitri 1445 H

JENIS BARANG/ PENGIRIMAN	BATAS WAKTU PESANAN SEBELUM	DURASI PENGIRIMAN	ESTIMASI KEDATANGAN BARANG	SYARAT DAN KETENTUAN
IMPORT	22 Mar 2024 16:30 WIB	12 Hari	8-Apr-24	• Pengiriman normal Senin s.d Jumat • Item STOK di MISUMI JEPANG
STOCK	5 Apr 2024 16:30 WIB	1-2 Hari	8-Apr-24	• Pengiriman normal Senin s.d Jumat • Item STOK di MISUMI INDONESIA
SDS	6 Apr 20234 12:00 WIB	1 Hari	8-Apr-24	• Pengiriman normal Senin s.d Jumat • Item STOK
FLASH 1	8 Apr 2024 11:00 WIB	± 7 Jam	8-Apr-24	• Pengiriman normal Senin s.d Jumat • Item STOK • Pesanan via Web Misumi • Area: JAKARTA, TANGERANG, KARAWANG
FLASH 2	8 Apr 2024 12:00 WIB	± 6 Jam	8-Apr-24	• Pengiriman normal Senin s.d Jumat • Item STOK • Pesanan via Web Misumi • Area: CIKARANG, CIBITUNG

Untuk mendapatkan informasi lebih rinci, silahkan hubungi layanan pelanggan kami sbb: Telepon 021-89840008, Faks 021-89840007, email: cs@misumi.co.id

Segenap manajemen dan karyawan PT. MiSUMI Indonesia mengucapkan:

**“SELAMAT HARI RAYA IDUL FITRI 1445 H.
MOHON MAAF LAHIR DAN BATHIN”.**

Cikarang, 18 Maret 2024

PT. MiSUMI Indonesia

Michita Kawabe
Presiden Direktur





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No. : 01/MISUMI/III/2024
Subject : Working hours during Ramadan and Eid al-Fitr Holiday 1445 H.

Dear Valued Customers,

In order to welcome Ramadhan Holy month and Eid Al-Fitr 1445 H, we hereby inform you of operating time and company holiday schedules as follows:

- Operation time : **08:30 – 17:00 WIB**
- Eid Mubarak 1443H holiday : **9 Apr 2024 – 14 Apr 2024**
- Return to work : **15 Apr 2024**

1. All operation activities will not be available during the holiday.
2. Concerning Eid Mubarak 1445 H holiday which is affecting the delivery schedule of goods and invoices, with various Customer conditions, we, therefore, request for Packing list / Invoices can be accepted and process without any changes.
3. Purchase and shipping estimation to get purchased item before the holiday.

PRODUCT / SERVICE TYPE	PURCHASE CUT OFF TIME BEFORE	DURATION	ESTIMATE ARRIVAL DATE	TERM AND CONDITION
IMPORT	22 Mar 2024 16:30 WIB	12 Days	8-Apr-24	• Normal delivery Monday to Saturday • STOCK item in JAPAN
STOCK	5 Apr 2024 16:30 WIB	1-2 Days	8-Apr-24	• Normal delivery Monday to Saturday • Item STOK
SDS	6 Apr 20234 12:00 WIB	1 Days	8-Apr-24	• Normal delivery Monday to Saturday • Item STOK
FLASH 1	8 Apr 2024 11:00 WIB	± 7 hours	8-Apr-24	• Normal delivery Monday to Saturday • STOCK ITEM • Purchase thru WOS • Area: JAKARTA, TANGERANG, KARAWANG
FLASH 2	8 Apr 2024 12:00 WIB	± 6 hours	8-Apr-24	• Normal delivery Monday to Saturday • STOCK ITEM • Purchase thru WOS • Area: CIKARANG, CIBITUNG

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

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

**“Happy Eid Mubarak 1445 H
Wishing you and your family a very joyful, prosperous, and blissful”**

Cikarang, March 18th, 2024
PT. MISUMI Indonesia,

Michita Kawabe
President Director

