



# Information Bulletin

## Christmas Office Closures

Please note GKN Freight Services' office closures over the Christmas period. Staffing is reduced over this period. Please use our out of hours contact details should you have any emergency requirements.

### Brazil

**Closed**

Friday 24<sup>th</sup> December

Friday 31<sup>st</sup> December

**Emergency Contact**

Eduardo Rocha - 0055 51 8142-3495

### France

**Bank holiday dates**

Saturday 25<sup>th</sup> December

**Contact Information**

The office will be open as normal for the rest of the Christmas period.

### Germany

**Bank holiday dates**

Friday 24<sup>th</sup> December – PM

Saturday 25<sup>th</sup> December

Sunday 26<sup>th</sup> December

Friday 31<sup>st</sup> December – PM

**Contact Information**

The office will be open as normal for the rest of the Christmas period.

### Italy

**Bank holiday dates**

Saturday 25<sup>th</sup> December

Sunday 26<sup>th</sup> December

**Contact Information**

The office will be open as normal for the rest of the Christmas period.



## Mexico

### Bank holiday dates

Friday 24<sup>th</sup> December  
Saturday 25<sup>th</sup> December

### Emergency Contact

Patricia Marconato - 001 919 280 7927

## Spain

### Bank holiday dates

Saturday 25<sup>th</sup> December

### Contact Information

The office will be open as normal for the rest of the Christmas period.

## Timet - UK

### Shutdown

Thursday 23<sup>rd</sup> December – 3<sup>rd</sup> January (returning on 4<sup>th</sup> January)

### Emergency Contact

Rebecca Saunders - 0044 (0) 7799 865 378

## Timet – USA

### Shutdown

Thursday 23<sup>rd</sup> December – 1<sup>st</sup> January (returning on 3<sup>rd</sup> January)

### Emergency Contact

Tina Viakley - 001 740 424 4727

## UK – Global / Imports / Exports

### Bank holiday dates

Saturday 25<sup>th</sup> December  
Sunday 26<sup>th</sup> December  
Monday 27<sup>th</sup> December  
Tuesday 28<sup>th</sup> December  
Monday 3<sup>rd</sup> January 2011

### Contact Information

Exports - Ricardo Zinelli – 0044 (0) 7793 960 286

Global / Imports - Our Edgware office will be open with reduced headcount over the Christmas period on all days except weekends.



## USA

### **Bank holiday dates**

Friday 24<sup>th</sup> December

Monday 27<sup>th</sup> December

Friday 31<sup>st</sup> December

Monday 3<sup>rd</sup> January 2011

### **Emergency Contact**

24/7 team - 866-GKN-SHIP

*21<sup>st</sup> December 2010*