



November 15, 2011

Southtech Holiday Schedule

In recognition of the upcoming holiday season, Southtech would like to inform you that our operations will be closed on the following days so that our team members can enjoy the holiday break with their families:

- November 24-25, 2011. (Southtech will resume normal business operations on Monday, November 28, 2011.)
- December 22- December 30, 2011. (Southtech will resume normal business operations on Tuesday, January 3, 2012.)

Southtech will not be sending or receiving shipments and will have no in-house phone coverage these days. Southtech representatives will be available to take phone calls from their customers while the manufacturing facility is shutdown.

We ask that you plan accordingly so that Southtech can meet your year-end material needs. We encourage all customers to place orders by no later than December 1, 2011 if you require material to ship before December 21, 2011.

Should you have any questions, please contact your Southtech representative:

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We appreciate your business and look forward to working with you in 2012. On behalf of the entire Southtech team, we hope you have a safe and enjoyable holiday season!

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