

26 November 2013

Re: Holiday Notice: Pasay City Day (December 2, 2013)

Dear Valued Customers,

This is to inform you that December 2, 2013 (Monday) has been declared as Special Non-Working Holiday in commemoration of 150th Foundation Day of Pasay City.

In this regard, our counter service for outbound BL release and inbound cargo release will be opened from 8:30 AM to 4:30 PM under skeletal force.

For inbound cargo details inquiry you may refer to vessel information board through the following link: <http://www.oocl.com/philippines/eng/localinformation/vib/Pages/default.aspx> .

There will be no changes on our final shipping instruction cut off. For complete details, kindly refer to the following link:

<http://www.oocl.com/philippines/eng/localinformation/customerserviceguide/exportprocedures/Pages/default.aspx> .

Please note that final and complete shipping instruction is needed in order for your cargo not to be unmanifested and retained on board. To avoid penalties such as, but not limited to late shipping instruction fee of \$100, we encourage you to submit your FINAL S.I. no later than the standard cut off.

If you require more information, please do not hesitate to contact our sales and customer service representatives. For complete contact lists, you may refer to the following link:

<http://www.oocl.com/philippines/eng/localinformation/localcontacts/Pages/default.aspx>

Thank you very much for patronizing OOCL.

Yours faithfully,

Customer Service Department
OOCL (PHILIPPINES), INC.

(This is an electronic letter. No signature is required)