tcf international
30 years of delivering logistics solutions

International Freight Forwarders and Customs Brokers
ABN 43071011320
National Toll Free Number 1800 248 968

www.tcfinternational.com.au	**Sydney (Head Office)** Unit 5, 18-28 Sir Joseph Banks Drive, Kurnell NSW 2231 T + 61 2 8336 9000 F + 61 2 8336 9098 P0 Box 147, Kurnell 2231	**Melbourne** Unit 2, 35 Trade Park Drive, Tullamarine VIC 3043 T + 61 3 8199 9994 F + 61 3 8199 9991 P0 Box 2590 Gladstone Park 3043	**Brisbane** Unit 5, 1 Ern Harley Drive, Burleigh Heads QLD 4220 T + 61 7 5576 3700

6th November 2026

DECEMBER / JANUARY BREAK PERIOD
YOUR COMPANY TRADING HOURS 2026-27

As we approach the end of the year, please help us plan your transport and deliveries by completing the details below and returning this form to csv@tcfinternational.com.au

Please include your closure dates, any changes to receiving hours and an alternative contact available during this period. This will help us avoid unnecessary delays, failed deliveries and storage costs.

COMPANY NAME	
LAST RECEIVING DATE	
REOPENING DATE	
ALTERNATIVE CONTACT	
TELEPHONE #	
EMAIL ADDRESS	
OPERATING AS USUAL	**YES / NO**
CHANGES TO RECEIVING HOURS / DELIVERY INSTRUCTIONS	

Unless you advise us otherwise, we will plan deliveries on the basis that your office and receiving location remain open during normal business hours, excluding public holidays.

On behalf of the entire team at TCF, thank you for your support throughout the year. We wish you a safe and happy holiday period.

Yours Sincerely,
TCF International Pty Ltd