

2 December 2011

## CUSTOMER NOTICE

### CHRISTMAS AND NEW YEAR HOURS AT LPC

Season's Greetings from the team at Lyttelton Port of Christchurch. This notice outlines the hours of operation for LPC port services over the Christmas and New Year holiday period.

If the following changes are likely to cause any inconvenience to you, please advise us as soon as possible so that we can do our best to ensure your needs are met.

Where possible we would like our staff to enjoy Christmas with their families and would appreciate you advising us as soon as possible of any potential ship changes.

We can be contacted by phone or email:

**Main Reception:** (03) 328 8198

**Harbour Control:** (03) 328 7806

**For Container and CityDepot enquiries:** [peter.mcdonald@lpc.co.nz](mailto:peter.mcdonald@lpc.co.nz)

**For Port Services enquiries:** [george.phillips@lpc.co.nz](mailto:george.phillips@lpc.co.nz)

### MARINE SERVICES

Normal services 24 hours a day, seven days a week, will be provided throughout the Christmas and New Year period. However, there will be a period from 1200 – 1400 hours on Christmas Day when services will be suspended so that marine staff can enjoy Christmas lunch with their families.

## LYTTELTON CONTAINER TERMINAL

Date	Receival and Delivery*	LCT Vessel Operations
Friday 23 December	0700 - 2300	Open
Saturday 24 December	0700 - 1500	Open up to 2300
Sunday 25 December	Closed	Closed
Monday 26 December	Kiosk only during vessel operations	0700 onwards
Tuesday 27 December	Kiosk only	Open
Wednesday 28 December	0700 - 2300	Open
Thursday 29 December	0700 - 2300	Open
Friday 30 December	0700 - 2300	Open
Saturday 31 December	0700 - 1500	Open
Sunday 1 January	Kiosk only during vessel operations	Open
Monday 2 January	Kiosk only during vessel operations	Open
Tuesday 3 January	Kiosk only	Open
Wednesday 4 January	0700 - 2300	Open
Thursday 5 January	0700 - 2300	Open

\*R & D hours are subject to change, depending on your requirements. Please telephone the Duty Logistics Managers on 328 7912 to discuss your needs.

## LPC CITYDEPOT

Date	Receival and Delivery	Date	Receival and Delivery
Friday 23 December	0700 - 1700	Friday 30 December	0700 - 1700
Saturday 24 December	0700 - 1300	Saturday 31 December	0700 - 1300
Sunday 25 December	Closed	Sunday 1 January	Closed
Monday 26 December	Closed	Monday 2 January	Closed
Tuesday 27 December	Closed	Tuesday 3 January	Closed
Wednesday 28 December	0700 - 1700	Wednesday 4 January	0700 - 1700
Thursday 29 December	0700 - 1700	Thursday 5 January	0700 - 1700

## ADMINISTRATION

Date	Reception	Date	Reception
Friday 23 December	0800 - 1400	Friday 30 December	0800 - 1500
Saturday 24 December	Closed	Saturday 31 December	Closed
Sunday 25 December	Closed	Sunday 1 January	Closed
Monday 26 December	Closed	Monday 2 January	Closed
Tuesday 27 December	Closed	Tuesday 3 January	Closed
Wednesday 28 December	0800 - 1700	Wednesday 4 January	0745 - 1715
Thursday 29 December	0800 - 1700	Thursday 5 January	0745 - 1715

Please don't hesitate to contact us if you have any queries or concerns. Thank you for your support throughout 2011; we look forward to working with you again in the New Year. Until then, have a safe and enjoyable holiday.

Kind regards



**SIMON MUNT**  
Marketing Manager  
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