

December, 2009

**Re: Business calendar for year change period**

Dear customers,

Thank you for your usual order for our products and services.

Please be informed about our business calendar for year change period as below. We apologize for your inconvenience during this term. Thank you for your understanding.

Sincerely,

**Office closing from December 29<sup>th</sup>, 2009 till January 3<sup>rd</sup>, 2010**

Custom DNA/RNA Synthesis				
		Order acceptance deadline	Order acceptance	Delivery
26/12/2009	Sat	[FAX] 15:00, [E-mail & Web site] 16:30		
27/12/2009	Sun	[FAX, E-mail & Web site] 12:00	*1	×
28/12/2009	Mon	[FAX, E-mail & Web site] 12:00	*1	
<b>29/12/2009</b>	<b>Tue</b>	<b>(Office close)</b>	<b>×</b>	<b>×</b>
<b>3/1/2010</b>	<b>Sun</b>			
4/1/2010	Mon	[FAX] 15:00, [E-mail] 17:00, [Web site] 18:00		*2
5/1/2010	Tue	[FAX] 15:00, [E-mail] 17:00, [Web site] 18:00		

\*1 Next day delivery service is not available.

\*2 Delivery will be made for the orders accepted till December 28<sup>th</sup>, 2009.

\* This is a delivery schedule for normal oligo products. For HPLC and modified oligos, please inquire.

\* For orders placed between December 29<sup>th</sup>, 2009 and January 3<sup>rd</sup>, 2010, we will accept on Mon., January 4<sup>th</sup>, 2010.

\* Please note that the office will be closed and no services are available for the period from December 29<sup>th</sup>, 2009 till January 3<sup>rd</sup>, 2010.

For more details, please inquire to

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