

August 18, 2021



## **ALERT LEVEL 4: COVID-19 update**

### **EMPTY BOX DROP AND FULL BOX PICK UP NO-CONTACT**

*Effective from Wednesday 18 August 2021, the following procedures apply to all FOREXNZ FREIGHT FORWARDER services:*

It is our priority to put everyone health and safety. There will be no contact to adopt the MOH recommended two metre separation rule when engaging with customers.

#### **Delivery of empty box:**

Our team will remain two metres away from other people. Request box must arrange prior to delivery, confirmation shall be done before hand and will only drop empty box at suitable area with any documents attach to be completed prior to pick up. Any box deposit payments must be done via direct debit to our nominated account.

#### **Pick up box request:**

Our team will always remain two metres away from other people. We will need to request that boxes should be put outside the house by the main door to be received not inside the house. Any completed and signed documents must be emailed to [despatch@forexumac.co.nz](mailto:despatch@forexumac.co.nz) and original must attach to box prior to pick up. Any payments will only be accepted via bank transfer.

Finally, we would like to thank you for supporting us to keep people safe and we're committed to keeping you up to date with any changes that may impact our services moving forward. If there is anything you would like to discuss, ask or share, please don't hesitate to contact us.

Sincerely yours,

Harold Manuyag

**Director**

**Forex Umac Express Cargo NZ Ltd.**

WorkStore Unit 53-54, 19 Ormiston Road East Tamaki,

Auckland 2016 New Zealand

P: 09 577 1383 M:02102470018

[www.forexumac.co.nz](http://www.forexumac.co.nz)

**Ministry of Health phone number - For COVID-19 health advice and information, contact the Healthline team (for free) on 0800 358 5453 or +64 9 358 5453**