

ORDER & SHIPMENT DEADLINES

DECEMBER 2022

Publications & Reference standard orders¹

PROCESSING

Order reception deadline for shipments in 2022:

December 19th - 10 am (CET) - see exceptions below.

Orders received after December 19th will be shipped in January 2023. Please refer to the estimated shipping date mentioned in the “*Prior to dispatch note*”.

SHIPMENT

Publications: shipments will continue, including in weeks 51 and 52.

Reference Standards: shipments will continue until week 51 - **see exceptions below.**

Please note that there will not be any shipments on week 52.

If you are not going to be able to receive or clear your order due to your own closure, **please mention your closure dates clearly in the order.**

CANCELLATIONS

Administrative services will be closed from **December 22nd until January 2nd - 8 am (CET).**

We will NOT be able to honour any order or shipment cancellations received during this period.

Exceptions

 Temperature controlled shipments

 Standards classified as dangerous

 Controlled standards



PROCESSING

Order reception deadline for a shipment in 2022²:

November 25th - 10 am (CET).

SHIPMENT

No shipments in weeks 51 and 52.

(1) If we have received all the relevant information/documents and/or we have the approval from our financial department. Nevertheless, we cannot guarantee any specific shipping date in 2022 nor any arrival date since our couriers are third-party contractors.

(2) Provided we have found a suitable carrier to deliver to your area.