

OPEN FOR BUSINESS

To All Customers,

Please note that with effect from Monday March 16th, Hacketts print locations at Baggot Street, Dun Laoghaire, Cork and Limerick **remain open**.

In line with government and HSE advice, we have put in place the following actions to protect the health and safety of our customers and staff, and to ensure continuity of supply:

- Half of our staff are working remotely from home and we will rotate staff every two weeks.
- Stocks of inks and paper have been increased to allow for possible supply delays.
- Face-to-face meetings with customers have been discontinued unless absolutely necessary and staff travel between our offices has ceased.
- We strongly encourage customers to send artwork by email or other form of electronic transfer.
- Deliveries and collections are available where required. Our staff will wear disposable gloves when making deliveries. We also suggest a dropping off point in order to observe social distancing protocols. For example, we will call you to suggest leaving deliveries at your front door.

This is obviously a very dynamic situation, so we may have to amend the above in line with government / HSE advice and restrictions. We will continue to let you know the position if anything changes.

Please feel free to contact your local branch with any questions.

With best wishes

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