



21<sup>st</sup> April, 2015

Dear Valued Customer,

## Labour Holiday Service Arrangement

S.F. Express will have special service arrangement for Hong Kong & Macau during Labour Holiday on 1<sup>st</sup> May 2015 (Friday). Details are as follows:

### A. Door-to-Door Pick-up & Delivery Service

Date	Collecting Shipments	Delivering Shipment
1 <sup>st</sup> May 2015 (Friday)	Cut-off Time: <b>16:00</b>	<p><b>Same day delivery service will not be provided;</b> Delivery upon request *</p> <p>*If you wish to deliver your shipment on this date, <b>please specify the below information onto the waybill:</b></p> <p>a) Please state the valid <b>"contact number"</b> and <b>"mobile phone number"</b> of the recipient</p> <p>b) Please state the <b>exact delivery date</b> in the Remarks Field (<b>i.e. to be delivered on 1<sup>st</sup> May 2015</b>)</p>

### B. Pick-up Service & Delivery Service at S.F. Service Network

During Labour Holiday, pick-up and drop off service are available for you. Details are as follows:

- Below **S.F. Express Service Centers** maintain normal service during Labour Holiday on 1<sup>st</sup> May (Friday):  
Business Hours: 09:00-18:00, Cut-off Time: 16:00

Please [click here](#) to view the details of S.F. Express Service Centers

Hong Kong	Service Center Address
Sheung Wan	Shop A, G/F, Man Lok Building, 91 Bonham Strand & 117 Wing Lok Street, Sheung Wan, Hong Kong
Quarry Bay	Unit 3A, 19/F, Eastern Centre, 1065 King's Road, Quarry Bay, Hong Kong
Wan Chai	Shop A & B, G/F, Man Shek Building, 404-406 Jaffe Road, Wan Chai, Hong Kong
Kwun Tong	Room B, G/F, Fung Yip Industrial Building, 170 Wai Yip Street, Kwun Tong, Kowloon
Kowloon Bay	Workshop No. 5, G/F, Wing Fat Industrial Building, 12 Wang Tai Road, Kowloon Bay, Kowloon
Sun Po Kong	Shop C1A, G/F, 3 Tsat Po Street, Chin Fat Factory Building, San Po Kong, Kowloon
Prince Edward	G/F, 26 Tai Nan Street, Prince Edward, Kowloon
Lai Chi Kok	Unit A, G/F, Shun Cheung Industrial Building, 24 & 26 Wing Hong Street, Lai Chi Kok, Kowloon
Hung Hom	Shop D3, G/F, 2G Hang Fung Industrial Building, Hok Yuen Street, Hung Hom, Kowloon
Tsim Sha Tsui	G/F, Creative Mansion, 6 & 8 Chatham Court, Tsim Sha Tsui, Kowloon
Kwai Chung	Workshop C, G/F, Ching Cheong Industrial Building, 1-7 Kwai Cheong Road, Kwai Chung, N.T.
Tsuen Wan	Room 7 & 8B, G/F, Thriving Industrial Centre, 26-38 Sha Tsui Road, Tsuen Wan, N.T.

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客戶服務熱線 Customer Service Hotline  
(852) 2730 0273  
辦公室總線 General Hotline  
(852) 3123 6800  
財務部電話 Finance Department Tel  
(852) 2922 2922 / 2787 1222  
財務部傳真 Finance Department Fax  
(852) 2670 8530



Sha Tin	Room E, G/F, Yue Cheung Centre, 1-3 Wong Chuk Yeung Street, Sha Tin, N.T.
Yuen Long	Unit L&L1, G/F, Wang Yip Centre, 18 Wang Yip Street East, Yuen Long, N.T.
Tai Po	G/F, North Wing, 1&3 Tung Mau Square, Tai Po, N.T.
<b>Macau</b>	<b>Service Center Address</b>
Rua Cinco Bairro Da Areia Preta	G/F, 3B Veng Fung Industrial Building, Rua Cinco Bairro Da Areia Preta, Macau

- All **S.F. Stores** maintain normal service during Labour Holiday<sup>#</sup>  
(Business Hours: 12:00-20:00. Parcels dropped off on 1<sup>st</sup> May will be delivered on 2<sup>nd</sup> May)  
<sup>#</sup>Kwun Tong Prosperity Place and Chai Wan Trend Centre stores will be closed on 1<sup>st</sup> May.  
Please [click here](#) to view the details of S.F. Stores
- S.F. Express Authorized Service Points** maintain normal service. (Including designated 7-Eleven Convenience Stores, Circle K Convenience Stores, Shell Stations, Bridal Tea House Hotels, Red Hall Furniture at Mui Wo on Lantau Island & Li Yuen Shop on Lamma Island)  
\*Some Authorized Service Points provide pick-up service only. Please [click here](#) to view more details

Remark: Hong Kong and Macau's Pick-up Authorization Service is not available during Labour Holiday on 1<sup>st</sup> May (Friday).

For enquiries, please contact our customer service representatives at (852) 2730 0273 (Hong Kong) or (853) 2873 7373 (Macau).

Yours faithfully,  
Marketing Department  
S.F. Express (Hong Kong) Limited