

13 January 2010

**NOTICE TO CUSTOMERS**

**Quay Shipping Brisbane Office**

Dear Customers,

Quay Shipping is located in Murarrie right on the Brisbane river and due to the heavy rains and possible flooding expected in this area please be aware that there may be possible delays in the documentation and other processes.

Some of our staff are currently also being affected by this and it is making it difficult for some of them to get to and from the office so please be aware of this and we will do our best to continue to offer the best possible service to you during this time.

Please note that you may call our Melbourne or Sydney offices during this time for assistance should any staff be unavailable.

Should there be a need to evacuate our offices completely you will be able to contact the department managers via mobile on the following numbers:

Documentation –	Diane Quaife:	0421 707 780
Operations –	Joe Eaton:	0423 324 271
Customer Services and QLD Sales –	Kym Frearson:	0404 192 582
Accounts –	Michele Hart:	0410 643 972
Customer Services –	Katrina Wieffering:	0430 719 815
Logistics –	Phil Quaile:	0413 735 813

Quay Shipping Melbourne Office – 03 9602 9600

Quay Shipping Sydney Office – 02 9597 2636

We will advise any further developments as they occur.

<b>Pacific Agencies</b> , Suva:	Ph: +67 9 331 5444
<b>Pacific Agencies</b> , Lautoka:	Ph: +67 9 666 0577
<b>Forum Shipping Agencies</b> , Tonga:	Ph: +67 6 23 012
<b>Forum Shipping Agencies</b> , Samoa:	Ph: +68 5 20 345
<b>Polynesian Shipping Services</b> , American Samoa:	Ph: +168 4 633 1211
<b>Hawaii Pacific Maritime</b> , Cook Island:	Ph: +682 27 185

*“Developing trade in the Pacific for future generations”*