

办公室搬迁通知

尊敬的客户及业务合作伙伴：

为配合业务发展需要，本公司将于 2025 年 1 月 13 日正式喜迁新址。公司的新址为：广州市越秀区沿江西路 181 号星寰国际商务中心 T2 写字楼 16 楼 1608-1610 室。公司所有的电话号码和邮箱地址将保持不变，总机：66833111。在新的办公地点，我们将一如既往地为您提供优质、高效的服务。

为确保公司业务的顺利运营，我司将做出以下办公安排：

1. 现办公地址将继续办公至 2025 年 1 月 03 日（星期五）下午 3 点；
2. 从 2025 年 1 月 6 日至 10 日，本公司将以远程工作方式提供服务；如有查询，请与 ONE 的业务员联络；
3. 文件部将于 2025 年 1 月 6 日暂停服务一天，1 月 7 日在新址恢复办公。

特此通知

* 上述安排如有变更，恕不作另行通知。

海洋网联船务（中国）有限公司广州分公司
2024 年 12 月

Office Removal Notice

Dear Customers and business partners:

To meet the needs of business development, Ocean Network Express (China) Ltd. Guangzhou Branch will officially move to a new location on **January 13, 2025**. The new office is in **Room 1608-1610, 16th Floor, T2 building, Lumina, No. 181 Yanjiang West Road, Yuexiu District, Guangzhou**. All phone numbers and email addresses of the company will remain the same, and we will continue to provide you with quality and efficient service in the new office location.

With a view to ensure the smooth operation of the business, our company will make the following arrangements:

1. The current office address will remain open until 3:00 pm on Friday, January 03, 2025.
2. From January 6 to 10, 2025, we will provide WFH (Work From Home) service. For enquiries, please contact our sales.
3. The Documentation Department will be suspended for one day on January 6, 2025 and will resume operations at the new office on January 7, 2025.

Thank you for your attention and support.

Ocean Network Express (China) Ltd. Guangzhou Branch