



**COVID-19
Pandemic
(Coronavirus)**

To all Customers and Suppliers of DI Office Design:

The health of our customers, suppliers and staff is paramount to us. Due to the decision by the Victorian Government to move to **Snap Lockdown restrictions** commencing **8:00pm 5th August**, we have temporarily adjusted our working model / hours:

- Office and sales staff are working remotely during normal business hours to manage enquires and take future orders.
- The warehouse is closed.
- No deliveries will be conducted during the lockdown period, unless specifically authorised in accordance with government regulations and will be limited to contactless drop-off only.
- Our email addresses sales@dioffice.com.au or admin@dioffice.com.au will continue to be monitored during normal business hours as usual.

DI Office Design will always operate in full compliance with the Victorian Government recommendation and requirements. For further information on the current COVIDSafe Settings and Restrictions, please see the [Vic.Gov.Au](https://www.vic.gov.au) website.

We hope you, our customers and suppliers, and your families stay well.

Thank you for your continued support,

DI Office Design Management

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