

## COVID-19 Distancing Measures for Service & Supply

Policy last updated 24<sup>th</sup> April 2020

**Whist the shop remains closed we are able to trade and provide goods and services within the process guidelines set out by the government on 17<sup>th</sup> April 2020.**

We are therefore operating by **APPOINTMENT ONLY** for collection and drop-offs which will allow us to avoid crowds and queues and adhere to distancing measures.

We are also able to arrange doorstep drop offs and collections.

**PLEASE DO NOT COME TO THE SHOP BUT CALL US ON 01708453311  
and ask to be connected to the workshop.**

Any of our business customers who have a contract with us, please contact us as per communications sent to you directly.

**Our current hours of operation are Monday – Friday 9-5pm.**

**We are able to offer collection and drop of times outside of these hours for anyone who is working and cannot get to us during standard operational hours.**