

AUCKLAND HEAD OFFICE AND WAREHOUSE RELOCATION

June 18, 2024

Dear valued clients and customers,

We are excited to announce that our company's Auckland head office and warehouse will be moving to a new, larger premises in order to continue streamlining our systems and offering the same high-quality services we have been to date. The move is also part of our commitment to continue providing our employees with a comfortable and conducive workplace.

As the move to our new premises will be a large undertaking, we want to provide you with all the necessary information to cause the least amount of disruption. The move to the new premises will likely be a two-month process starting in late June, however rest assured, **business is scheduled to continue as normal.**

***All address changes for documents will take effect on September 1st 2024.**

New Address: **32 Bowden Road, Mount Wellington, Auckland 1060**

Please continue to send letters to: **PO Box 132169 Sylvia Park Auckland 1644.**

Regarding any deliveries and pick up at/to TOKYO FOOD (AUCKLAND), the person in charge of your account will explain the schedule, so please follow their instructions.

During the moving process, your cooperation and patience will be highly appreciated.
Our office phone number and email addresses will remain the same. In case of any clarification or difficulties once the move begins, please do not hesitate to contact us through our usual communication channels.

We apologize in advance for any inconvenience caused during this transition process.
We believe this relocation will bring about new opportunities and paths for our growth.

Your cooperation and understanding are greatly appreciated.

Best regards,

Tokyo Food Co., Ltd / Tokyo NZ Group

www.tokyofood.co.nz