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IMPORTANT NOTICE

As you are aware COVID-19 (Novel Coronavirus) is affecting our community with person to person transfer creating high levels of concern.

After reviewing the ongoing advices from NSW Health we are of the opinion that holding face to face general meetings at this time may expose our staff to a WHS risk that we are unable to effectively manage. In addition, many of our customers are elderly and particular vulnerable to the effects of the virus.

As the coronavirus situation continues to evolve rapidly we at V J Ray feel that the only responsible course of action to protect our staff and members of the community is to suspend all face to face meetings and take all votes in written or email format.

If you have recently received a notice of meeting we will shortly send you details of how you can record your written vote. This notification will be sent by email if we have your email address or otherwise by post.

If the situation continues to worsen, it may be necessary for some or all of our staff to work remotely. In particular our staff members with school age children will be effected if the government decides to close the schools. We are currently working on contingency plans to ensure continuity of service to our customers. To assist us we ask that rather than coming in to one of our offices to see our staff that you endeavour to conduct your business with us over the telephone.

We will continue to monitor the advice of NSW Health closely and will review our policy as more information becomes available.

Thank you for your understanding and cooperation and we hope to return to normal operations as soon as the situation allows.