

Spring 29 May Bank Holiday 2017 Service Centre contact information

Over the May 29th Bank Holiday period, our Service Centres' opening hours and service will be as follows:

Service Centre	Saturday 27 May	Sunday 28 May	Bank Holiday Monday 29 May	Tuesday 30 May
Chessington	Normal service	Normal service	Closed	Normal service
Croydon	Normal service	Normal service	Closed	Normal service
Letchworth	Normal service	Normal service	Closed	Normal service
Hinckley	Normal service	Normal service	Closed	Normal service
Leeds	Normal service	Normal service	Closed	Normal service
Swansea	Normal service	Normal service	Closed	Normal service
Preston	Normal service	Normal service	Closed	Normal service
Newcastle	Normal service	Normal service	Closed	Normal service
Livingston	Normal service	Normal service	Normal service	Normal service
Exeter	Normal service	Normal service	Closed	Normal service
Belfast	Normal service	Normal service	Normal service	Normal service

Emergency service details:

Service Centre	Emergency contact	Contact number
Chessington	Interserve	0208 739 1450
Croydon	The Keyholding Company	0870 770 6880
Letchworth	Arena Security	01462 481 811
Hinckley	Manor Security	0247 634 4130
Leeds	Nationwide	0113 276 0330
Swansea	OCS	0292 0739 880
Preston	Sector Security	01772 794 728
Newcastle	Axis Security	0208 269 9280
Livingston	Service Centre	01506 434211
Exeter	Marsh Barton Security Services	01392 426 947
Belfast	Service Centre	028 9078 3430

In the event of an emergency (i.e., urgent CD lines being required) when the Service Centre is closed, we can be contacted via our security companies as follows:

- 1) Telephone the relevant number shown in the table above for your local Service Centre.
- 2) Provide your name, account number and telephone number and ask the operator to read these back to you.
- 3) The relevant company will then contact our duty manager who will contact you to make the necessary arrangements.
- 4) Please note—all emergency call outs will incur a £100 charge, plus courier charges.

During this peak trading period, when there is exceptional demand throughout our business, we thank you for your cooperation in ensuring that your transmission times are strictly adhered to.