



Royal Ulster Yacht Club

TEMPORARY CHANGE IN OFFICE OPENING HOURS

The General Office is currently engaged in a changeover to new accounting software. Whilst the new system will be of tremendous benefit to members the changeover will necessitate a lot of additional work by the Club Manager, Nicole, and her assistant Jackie, over the next few months. In order to facilitate this change it would be appreciated if members would note the following temporary changes in office hours.

- The office will be closed on Mondays and the office staff will not be available to take telephone calls.
- The office will be open from Tuesday to Friday but the Officers would be grateful if members refrained from telephoning the office before 10am and calling in person before 12pm.
- Anyone wishing to plan a private function should contact Nicole and arrange an appointment.

This is a purely temporary arrangement designed to allow Nicole and Jackie some uninterrupted time to process the accounts on to the new system. The Officers apologise for any inconvenience this may cause.

Thank you for your assistance in this matter.

Philip Downie
Honorary Secretary