

***Royal Holiday Schedule:***  
  
Royal will tentatively be down for the following dates in recognition of the upcoming Holidays 2018.

Memorial Day:

5/28

4th of July:

7/4

Labor Day:

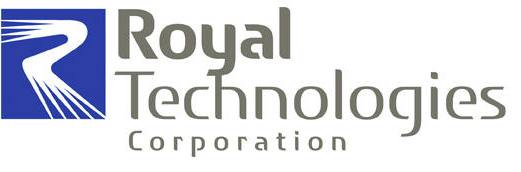
9/3

***Local Michigan suppliers using the Thursday milk run please note the following changes.***

Thanksgiving:  
11/22 and 11/23

Thanksgiving milk run: Thursday milk run has been moved to Wednesday - as needed and standing pick-ups.  
  
Christmas:  
12/24 and 12/25  
  
New Years:  
12/31/18 & 1/1/2019

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Thank you  
Royal Purchasing



***Valued Supplier:***

Understand there will be production teams working over the course of the Holiday  
week-ends to meet Customer requirements. However, actual delivery needs will be determined as timing draws closer.

**PLEASE NOTE!** ***If orders are placed and due during any Supplier down time and this does not correlate with Royal's schedule,*** ***it will be the Suppliers responsibility to ensure delivery take’s place prior to any such down time. Late shipments will result in the generation of NCMRs, and the application of monetary penalties as described in the Royal Supplier Handbook.***   
  
  
If you do not require a pick up for the Wednesday milk run, please e-mail Royal Planner and copy [quincy.shipping@royaltechnologiescorp.com](mailto:quincy.shipping@royaltechnologiescorp.com). Otherwise, this will run to your facility for a scheduled pick up on the suggested Wednesday during the Holidays.

If you are on the as needed pick up schedule there will be no change. Pick up’s will occur as requested by Supplier, with the exception of the Holidays called out above.

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Thank you  
Royal Purchasing