



Hong Kong General Chamber of Commerce
香港總商會1861

13 July 2020

To: All Users of Certification Services

Certification Offices to Operate from 10 am to 4 pm

Owing to the rapid evolution of epidemic recently, HKGCC Certification Offices will shorten business hours **from 14 July** until further notice. All branches will operate from **10 am to 4 pm** (Monday to Friday) in order to reduce the risks of infection during peak traffic hours. To maintain social distancing, clients are advised to:

- Fully utilize our online platform to submit applications;
- Choose courier services to receive your certified documents; and
- Avoid unnecessary visits to Certification Offices.

As there may be a need to take further measures, please contact us before you pay necessary visits to our offices. Thank you for your understanding, and apologies for any inconvenience caused.

致：簽證服務客戶

簽證辦事處在上午 10 時至下午 4 時提供服務

由於疫情在近日急劇變化，本會簽證辦事處將於 **7月14日起** 縮減營業時間，在 **上午 10 時至下午 4 時**（星期一至星期五）提供服務，以減低客戶和員工在交通繁忙時段感染病毒的風險，直至另行通知。為保持社交距離，我們建議客戶：

- 充份使用我們的網上平台提交申請；
- 選擇快遞服務來接收您的認證文件；及
- 如無必要，避免來訪簽證辦事處。

我們或有需要採取進一步措施。如您必須到簽證辦事處提交或領取文件，請先與我們聯繫。

感謝您的諒解。不便之處，敬請原諒！

Thinex Shek
Director, Certification