IT Department Holiday Shutdown Announcement

Dear Team,

We would like to inform you that the IT Department will be observing a holiday shutdown from **December 24, 2023** to **January 1, 2024**. During this period, all IT services will be limited, and response times may be longer than usual.

We appreciate your understanding and support as we take this time to recharge and prepare for the upcoming year. Please ensure that any urgent IT requests are submitted before the shutdown period.

If you have any questions or concerns, do not hesitate to reach out to the IT support team before the holiday break.

Wishing everyone a joyful holiday season!

Best regards,
The IT Department