IT Team Holiday Availability

Dear Team,

As the holiday season approaches, we would like to inform you of our IT team's availability during this period:

- **December 24, 2023:** Closed
- **December 25, 2023:** Closed
- **December 26, 2023:** Open from 10 AM to 3 PM
- **December 27, 2023:** Open from 10 AM to 5 PM
- **December 28-30, 2023:** Open regular hours
- **January 1, 2024:** Closed

If you require assistance during the holiday season, please submit any urgent requests before December 20, 2023. We will do our best to accommodate.

Thank you for your understanding and cooperation!

Best regards,
IT Team