

2020 YEAR END PLANNING

November 13, 2020

Dear GSKDirect Customer:

In preparation for year-end, attached please find the 2020-2021 GlaxoSmithKline (GSK) Holiday Schedule for U.S. and Puerto Rico Customers. This schedule provides important dates GSK will be closed in November and December and also lists important ordering/shipping dates throughout the holiday season.

NOVEMBER 2020

- November 24, 2020 – last shipping day before Thanksgiving holiday for GSK Vaccines; orders must be received by 3:00 PM ET
- **November 26-27, 2020 – GSK Closed**

DECEMBER 2020

- December 16, 2020 – last day to place an order for delivery in 2020 for GSK Vaccines; orders must be received by 3:00 PM ET
- **December 25-31, 2020 – GSK Closed**

JANUARY 2021

- **January 1, 2021 – GSK Closed**
- **January 4, 2021 – shipments resume for GSK Vaccines**

GSK is officially closed Dec 25-31, 2020 and Jan 1, 2021; however, we are committed to serving our customers and we will be available with abbreviated hours of operation.

GSK Vaccine Service Center

Hours of Operation for Emergency Assistance:

December 28, 29, 30 [9:00 AM to 3:00 PM ET only]

Phone: 1-866-475-8222 Email: Vaccine.Service-Center@gsk.com

If you have any questions or need further information, contact your GSK Field Representative or please call the GSK Vaccine Service Center at 1-866-475-8222, Monday through Friday 8:00 AM – 6:00 PM ET.

Sincerely,



Maureen Danielewicz
Vice President
Channel Development and Sales