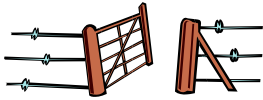


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BROWN GLASSFORD AND CO LTD

Beyond the Farm Gate








Christmas Newsletter

December 2012



THIS EDITION

-  Merry Christmas
-  Office Hours Christmas/New Year
-  GST Due 15 January 2013
-  504 Wairakei Road
-  Staff News



To all of our fantastic clients, business associates and supporters, the Brown Glassford team wish you and your families a great festive season and an exciting and successful 2013 year.

Our office will close at:
1:00pm on Friday 21 December 2012
and will re-open on:
Monday 14 January 2013 at 8:30am

Should you need to contact us urgently during this time, you can contact Graham, Peter, or Paul on their individual cell phones:



Graham: 027 437 3199
Peter: 027 439 3246
Paul: 021 263 6669

Listed below are the staff members who will be back in the office from the 7th January 2013. The reception desk, however, will not be manned so if you need to contact any of these team members, their direct dial numbers are as follows:

Allison Brook	9290 534
Alan Cuthbertson	9290 360
Danie Henderson	9290 361
David Seath	9290 354
Elaine Adams	9281 576
Hannah Hamilton	9290 364
Jill Prentice	9290 351
Paul McCarron	9290 341
Peter Glassford	9290 327
Ravi Prasad	9281 577

REMINDER

GST Returns due 15 January 2013

A reminder that if you are filing a GST Return for the period ended 30 November 2012 it will be due on **Tuesday, 15 January 2013.**

If Brown Glassford & Co Limited prepare your GST Returns for you, please have your source data to us **as soon as possible.** This will ensure we have sufficient time in which to prepare them for you.

Our New Location

We are well settled into our new office on Level 2, 504 Wairakei Road and look forward to seeing those of you yet to visit us here. Remember we have client parking available underneath the building.



Staff News – New Appointment

We are delighted to announce that we have appointed David Seath as an Associate of Brown Glassford & Co Ltd.

David has a keen interest in the rural business sector and loves working with farming clients to help them achieve success for their farming businesses and families.

This takes effect in early 2013 and is a key milestone in the transition to David eventually becoming a Director and owner in the company.

