



9 December 2011

Business arrangements over the festive period

The Board's opening times over the Christmas and New Year period are as follows:

Fri 23 rd Dec 2011	The Board closes at 12 noon
Mon 26 th Dec 2011	Closed
Tues 27 th Dec 2011	Closed
Wed 28 th Dec 2011	Open
Thurs 29 th Dec 2011	Open
Fri 30 th Dec 2011	The Board closes at 12 noon
Mon 2 nd Jan 2012	Closed
Tues 3 rd Jan 2012	Closed
Wednesday 4 th Jan 2012	Open

Members of the profession please note that payments will be processed on the following dates:

Payment processed date	Credited to bank
Monday 19 December 2011	Wednesday 21 December 2011
Wednesday 21 December 2011	Friday 23 December 2011
Wednesday 28 December 2011	Friday 30 December 2011
Wednesday 4 January 2012	Friday 6 January 2012

Normal processing dates will resume on Friday 6 January 2012. If you have any queries regarding payments, please call our switchboard on 0131 226 7061 and ask to speak to someone in Receipts and Payments.