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Date: November 3rd, 2025

To: GOJO Customers

Subject: **GOJO Holiday Schedule Reminder – Q4 2025 and Q1 2026**

As the holiday season approaches, we wanted to re-share the days we will be closed in observance of upcoming holidays. To facilitate on time delivery, please see additional lead time requested in the schedule below.

GOJO Corporate Office and Distribution Center Closures

Q4 2025 HOLIDAY SCHEDULE			
Day	Date	Holiday	Additional Lead Time
Thursday	November 27, 2025	Thanksgiving	Please allow 2 extra business days of processing time
Friday	November 28, 2025	Day after Thanksgiving	Please allow 2 extra business days of processing time
Wednesday	December 24, 2025	Christmas Eve	Please allow 2 extra business days of processing time
Thursday	December 25, 2025	Christmas Day	Please allow 2 extra business days of processing time
Wednesday	December 31, 2025	New Year's Eve	Please allow 2 extra business days of processing time
Q1 2026 HOLIDAY SCHEDULE			
Day	Date	Holiday	Additional Lead Time
Thursday	January 1, 2026	New Year's Day	Please allow 2 extra business days of processing time
Monday	January 19, 2026	Dr. Martin Luther King Jr. Day	Please allow 1 extra business day of processing time

Below are key days to submit a Purchase Order to ensure shipment in 2025:

- December 5, 2025 – Order deadline for Truckload shipments (extra time to obtain delivery appt.)
- December 12, 2025 – Order deadline for Small Parcel and LTL shipments
- December 29, 2025– Last full shipping day in 2025

If you have any additional questions, please contact your GOJO representative or GOJO Customer Service at 1.800.321.9647 or CustomerService@GOJO.com.

Stay well,

Rebecca Daugherty

Rebecca Daugherty
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GOJO Industries, Inc.