



State of New Jersey

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DIVISION OF PURCHASE & PROPERTY
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SHEILA Y. OLIVER
Lt. Governor

To : DSS Customers

Date & Ref : 830_DSS_Customers_Shutdown_2021.11.19_v1
Attachment : Notice of Closing for Inventory, dated August 10, 2021

Subject : DSS Closing in December

This memo pertains to the previously announced DSS Closing in December:

1. **Note 1:** There will be no delivery service between December 27th, 2021 and January 10th, 2022; refer to [DSS Notice of Closing for Inventory, dated August 10, 2021](#). Please be prepared and make the necessary arrangements to ensure your operation is not negatively impacted.
2. **Note 2:** Please note that DSS will conduct an annual inventory during this approximate timeframe each year moving forward.
3. **Note 3:** Every year, DSS will provide adequate information and related details several months in advance as DSS has done this year.

Questions?

4. **Note 4:** If you have any questions in this regard, please contact our Customer Service Unit at (609) 530-3308.

Thank you so much for your collaboration.

Dr. Ayman Alminawi, EdD
Chief of Operations
Distribution and Support Services (DSS)
Division of Purchase & Property,
Department of the Treasury

CC: DPP Senior Management
DSS Management Team
File