



# Memo

To: ALL OUR ESTEEMED CLIENTS  
Date: May 13, 2019  
Re: **SAMPLE SUBMISSION TIMES**

Kindly note:

Our sample receiving days are strictly **Tuesdays** and **Thursdays** of each week.

On the said days, sample receiving times are **9.00 a.m. – 12.30 p.m.** and **2.00 p.m. – 4.00 p.m.**

We thank you for your co-operation.



Dr. Hezekiah K. Chepkwony, Ph.D  
**DIRECTOR**