

## Where do I send receipts now that postbox at the Earlwood Property is no longer available

Because the address of Iconic Studios, 93 Wardell Road, Earlwood NSW 2006 is no longer part of the storage facility, if an Iconic worker needs to send receipts or letters to the accounts office this will be handled now in 3 ways.

1. Use the reply paid labels and stick it to an envelope and post the envelope. All labels and envelopes are found at the Iconic Warehouse/Studios.
2. Leave the receipts at the Iconic Warehouse/Studios in the Internal Company Inbox and one of us will collect it once a week.
3. Drop off the receipts in person at the Head Office in Sydney.

The physical address of Iconic Productions Warehouse and Studios is located at

- Iconic Productions Warehouse & Studios  
Unit 13 / 94 Bryant Street  
Padstow NSW 2211  
Australia

Access to the warehouse still requires permissions, unless you are authorised with Key Asset Authority. Speak to your Supervisor for approval.

The address of Iconic Studios, 93 Wardell Road, Earlwood NSW 2006 is no longer part of the storage facility. The lease ended on Tuesday 28 July, 2020 and the company has a new large Warehouse/Studios.

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