



Making News at BAIS

Message from Managing Director – Jim Armstrong

For me this time of year is a time of reflection – another year passes, our amazing team has produced an extraordinary amount of work in supporting you and in developing new and exciting products.

We've faced and overcome some difficult challenges and have seen the world become even more complex and demanding.

Yet in all this there are constancies that I like to bring to mind – BAIS is built on the idea of partnerships – many of these go back decades – and I'd like to thank all of our partners – our clients, our suppliers and our associates for your support during 2018.

Your support makes all the effort worthwhile.

Christmas is a wonderful time for families and friends to celebrate the important things in life – from everyone at BAIS have a very Merry Christmas and a Happy and safe New Year.

Bob Hope said: *“When we recall Christmas past, we usually find that the simplest things – not the great occasions – give the greatest glow of happiness.”*

May you find the simple things this Christmas.

From all of us at BAIS
We wish you and your loved ones a safe and Happy Christmas and a wonderful New Year



Christmas Trading Hours

Please note that we will **not** be closing our office over the Christmas period, however the Support Team will be on reduced staff numbers during this time and trading hours have been altered as below:

<u>Date:</u>	<u>Trading Hours:</u>
Mon 24 th Dec	9:00am – 1:00pm
Tues 25 th Dec	Closed – Christmas Day
Wed 26 th Dec	Closed – Boxing Day
Thurs 27 th Dec	9:00am – 5:00pm (minimal staff)
Fri 28 th Dec	9:00am – 5:00pm (minimal staff)
Mon 31 st Dec	9:00am – 1:00pm (minimal staff)
Tues 1 st Jan	Closed – New Year's Day
Wed 2 nd Jan	9:00am – 5:00pm (minimal staff)
Thurs 3 rd Jan	9:00am – 5:00pm (minimal staff)
Fri 4 th Jan	9:00am – 5:00pm (minimal staff)
Mon 7 th Jan	Normal hours resume

Please Note: Our office will be closing at 12:00pm for our annual staff Christmas party on 19th December.

Please ensure all your staff are made aware of the amended trading hours above. Thank you.



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What's in Store for 2019

2019 is looking like an exciting year at BAIS. Iba is having a face lift! We have been working with a design team to give ibais a fresh new look with cleaner lines and a more modern, intuitive navigation. The design process has now been completed and work has begun on applying the new look and feel to the menus and screens in ibais. As you can imagine this is a major overhaul and considerable work is involved, but we want you to see a sneak peek of where we are heading....

The Home screen is replaced by a personalised dashboard where you customise the items displayed to suit your requirements.

The Client Processing screen is given a crisp new face which is easier on the eyes and still provides all the information you want in the one screen.

Memo No	Type	Class	Risk Description	Policy Number	U/W	St	Start	End	Invoice	Client Orig Amt	Client O/S Amt	Creditor Orig Amt	Creditor O/S Amt
18050002	Pol	AVN	Airport Owners/Operator	To be advised	ALLIANZ	A	28/05/19	28/05/19	11001	16500.00	16500.00	0.00	0.00
18020001	Pol	AVN	Aviation Fleet	To be advised	OSEASLW	A	01/09/18	01/09/18	988	1822.48	1822.48	1518.48	1518.48
16090001	Quc	AVN	Aviation Fleet	To be advised	OSEASLW	Q	01/09/18	01/09/18		0.00	0.00	0.00	0.00
16090001	Ren	AVN	Aviation Fleet	To be advised	OSEASLW	A	01/09/18	01/09/18	986	1822.48	1822.48	1518.48	1518.48