

Mailbox Bulletin

August 2009 Edition




EMORY

Mail Services


In preparation for the Fall move-in event, Emory Mail Services provides the following details for on-site distribution.

How to Address a Package:

Returning Student **with** a Box assignment:

Sender's Name 3204 Apple Street Any Town, GA 30341	
Recipient's Name Emory University 605 Asbury Circle Box 12345 Atlanta, GA 30322-1006	

Student **without** a Box assignment:

Sender's Name 3204 Apple Street Any Town, GA 30341	
Recipient's Name Emory University 605 Asbury Circle Atlanta, GA 30322-1006	

Note to Students and Parents: please wait until August 10th to begin sending any packages to the University.

When to Pick Up Packages:

Saturday & Sunday, August 22 & 23

**POD Hours for package pick up: Saturday, 7:00 AM – 4:00 PM
Sunday, 9:00 AM – 5:00 PM**

The DUC will be open Saturday, 10:00 AM – 2:00 PM to handle any questions or customer service needs. Also, please access <http://map.emory.edu> to identify the DUC and Dorm locations.

Where to Pick Up Packages:

RESIDENCE HALL	POD #	LOCATION
ALABAMA / DOBBS/FEW	1	WoodPEC Parking Circle
WOODRUFF/ CLIFTON TOWERS	2	Clifton Road and Gatewood Road, back of the parking lot
CLAIRMONT TOWERS	3	Dooley Drive, next to Tower Apartments parking deck
MCTYEIRE/EVANS/TRIMBLE	4	Behind McTyeire in grass near service parking area
NEW TURMAN	5	Dobbs University Center loading dock
HARRIS / THOMAS / SMITH / HOPKINS	6 & 7	Access Road between Smith & Hospital

Topic:

Fall
Move-In
Plan 2009

Package
Distribution

Customer Service:
404-727-6172

E-Mail:
eumail7@emory.edu



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