

April 28, 2020

Please see NEW Information from Physics Purchasing Regarding Package Delivery:

Greetings All,

We now have a new mechanism to help alleviate the strain on Central Receiving's buildup of packages. Below is an update to our procedure for department deliveries:

- All shipments addressed to the department will be rerouted to Central Receiving on Mesa Road.
- Packages are available to pick up during their open hours (Monday – Friday: 10am – 12pm, 1pm – 4pm).
- Packages not picked up by Friday will be delivered to Broida 3340 to be available for pickup (for those with code access). *****NEW*****

This process will start this week, with the first delivery to Broida 3340 happening on Friday, May 1st, and then every subsequent Friday.

Although we now have this mechanism there is no guarantee it will last, so we are still asking groups to hold off on any unnecessary orders.

Thank you,
Daniel

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