## **POST OFFICE**

Note: Please DO NOT refer to the MSC (Mail Services Code) in the mailing address below as a post office box number. If so identified, the U.S. Postal Service will sort the item to a customer who holds that P.O. Box in a different zip code. Alternatively, the item may be returned to the sender if noticed by USPS personnel.

Please address your incoming mail exactly as shown in the example below.

## \*\*\*\*\*

The Pickup Locker locations are located on the first floor of the Carl Hansen Student Center and the main floor of the Rocky Top Student Center. The pickup lockers provide for the self-service distribution of mail and packages received on behalf of resident students. All mail and packages are logged into a tracking system that will notify recipients for pickup. To ensure expedient availability, please address all mail and packages appropriately; this mailing address is correct for all Quinnipiac University recipients regardless of destination campus.

## Example:

Jane Doe MSC 0000 Quinnipiac University 275 Mount Carmel Avenue Hamden, CT 06518-1908

Students have access to the pickup lockers while the respective building is open. The customer service window is open Monday through Friday, 11 a.m. to 4 p.m.