

MEMORANDUM

Date: July 18, 2018

To: The University Community

From: Lauren Weitzel, Director
Purchasing and Campus Services

Re: Mail Delivery

Due to some unforeseen circumstances, the mailroom will only provide morning delivery services on Thursday, July 19, 2018 and Friday, July 20, 2018. Regularly scheduled mail deliveries will return Monday, July 23, 2018.

Thank you for your cooperation.

Please contact the purchasing office with any questions at x 4184