






# What happens to mail after Dec. 16<sup>th</sup>?

Carrier	Send mail to your campus address over winter break? Forget to pick up your mail before leaving?	What's next?	What can you do?
	<p>Packages scheduled to arrive at the Service Desk after Dec 16 will be returned to the sender by UPS. This includes undelivered packages at the Service Desk.</p>	<p>To reroute your package you must contact UPS <b>prior</b> to the package being sent back.</p>	<p>To schedule a re-direct or for more information contact the number below. Be sure to have your tracking number!</p> <p>1-800-PICKUPS 1-800-742-5877</p>
	<p>Packages scheduled to arrive at the Service Desk after Dec 16 will return to the FedEx Ground local facility. This includes undelivered packages at the Service Desk.</p>	<p>FedEx Ground will contact the phone number on the package and attempt to set up a different delivery address. If contact is not made to forward the package, it will be returned to sender.</p>	<p>To schedule retrieval at the local facility, to request that a package be readdressed, or for more information contact the number below. Be sure to have your tracking number!</p> <p>1-800-GOFEDEX 1-800-463-3339</p>
	<p>Packages scheduled to arrive at the Service Desk after Dec.16 will return to the FedEx Express local facility. This includes undelivered packages at the Service Desk.</p>	<p>FedEx Express will contact the shipper and the recipient to set up another delivery location.</p>	<p>To schedule retrieval at the local facility, to request that a package be readdressed, or for more information contact the number below. Be sure to have your tracking number!</p> <p>1-800-GOFEDEX 1-800-463-3339</p>
	<p>Packages scheduled to arrive at the Service Desk after Dec 16 will be returned to the local DHL office. This includes undelivered packages at the Service Desk.</p>	<p>The package may be returned to the shipper.</p>	<p>For more information or to see if it would be possible to reroute your package, contact the number below. Be sure to have your tracking number!</p> <p>1-860-953-3309</p>
	<p>All mail and packages that arrive after Dec. 16 will be held in storage at the US Post Office and not accessible until halls open in January.</p> <p>Previously delivered and unclaimed <b>first class</b> mail &amp; packages in mailboxes or at the service desk after halls close will be forwarded to the permanent address listed on SPIRE.</p>	<p>This <b>INCLUDES</b> mail &amp; packages addressed to the residence hall that are expected to arrive over the winter break, until 1 week prior to the spring semester.</p> <p>This <b>EXCLUDES</b> magazines &amp; publications.</p> <p>To receive these at home, you must submit a change of address directly with the publisher.</p>	<p>To change your permanent address on SPIRE follow this sequence:</p> <p>Main Menu &gt; My personal Information &gt; Addresses Here you can click on the "edit" option that corresponds to your permanent address.</p>