



Warehouse Delivery and Pick-Up FY 2018 Availability and Limitations

The warehouse will be limited in its ability to provide a full range of service during certain periods throughout the school year. Resource reductions as well as large, scheduled projects will tie up most of our drivers during these time frames. As a result, most routine “upon request” functions such as pickups (BER, shredding, etc.), office moves, transfers, and other such services will be suspended during the periods listed below:

July 24, 2017 – August 25, 2017

November 6, 2017 – December 15, 2017

February 19, 2018 – March 30, 2018

May 28, 2018 – June 22, 2018

Requests for service received during these dates will be pushed to the first available windows of opportunity once resources are available. Thank you for your patience.