



Warehouse Delivery and Pick-Up FY 2019 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 may be suspended during the periods listed below:

July 30, 2018 – August 10, 2018

November 5, 2018 – December 7, 2018

February 11, 2019 – March 8, 2019

May 27, 2019 – June 15, 2019

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 cooperation and patience.