Mail Service FAQs for Fall Move-in

1. Student addresses will be available August 1st of each year. Address can be located in BearWeb under Personal Information, Personal Profile, Address. **DO NOT** send packages or mail prior to receiving the student's individual 1 Bear Place address.

2. All students living in the following residence halls will be assigned a 1 Bear Place address for letter and package mail. Students living in these halls will <u>not</u> be issued mailbox keys. All mail and packages will be available at the Bill Daniels Student Union (SUB) mail service window. Student ID/verification is required for pick up.

Alexander	North Village (University, Texana & Heritage)
Allen	Martin
Collins	Memorial
Dawson	Penland
Kokernot	Russell (North & South)

    The following residents will have on-site mailboxes for letter mail. Packages are picked up at the Bill Daniel Student Center (SUB). Keys will be issued during move-in for the on-site boxes.

    Brooks (Residential College & Flats)
    East Village (Earle & Teal)

3. Sample of how to address student mail:

    Student Name
    1 Bear Place #XXXXX (insert box number here)
    Waco, TX 76798

4. Notification will be sent to the student's Baylor email address when letter mail or packages arrive. The student needs to bring their Baylor ID and notification email to the service window (can be shown on smart phone).

5. Additional information can be found at www.baylor.edu/mail. Follow the Mail Center link for hours and contact information.

6. Items needing to be shipped prior to August 1st can be coordinated through Campus Crates (not associated with Baylor Mail Services). Find more information at https://www.baylor.edu/cll/index.php?id=872062 or www.campuscrates.com.

7. Amazon lockers are available for deliveries and returns in the Bill Daniel Student Center, door directly across from the Bear Pit/off the lounge area. This service is not associated with Baylor Mail Services. Any communication should be directed to Amazon customer service.