

AUGUST 29, 2014

**EFFECTIVE IMMEDIATELY:  
STUDENTS, FACULTY, & STAFF ADVISORY CONCERNING AMAZON  
SAME-DAY DELIVERY SHIPMENTS TO EMORY UNIVERSITY**

**ADVISORY: Emory University cannot guarantee Amazon's same-day delivery promises and will not reimburse any shipping fees. It is strongly recommended that students, faculty, and staff either assume these packages will be delivered the next business day or have those items sent to their home or another non-Emory address.**

Amazon has recently implemented a same-day delivery service that includes Emory's 30322 ZIP code. Amazon's service promises customers the ability to order items by noon and receive them by 9:00 PM, seven days a week.

This service was not implemented in consultation with Emory University and Emory Mail Services is not designed to fulfill this service. Emory cannot guarantee that delivery will occur according to Amazon's service commitments.

Emory is contacting Amazon to get better information about Amazon's plans and procedures for its new, for-fee service.

Emory Mail Services operates Monday through Friday. Students are served by the DUC Mail Center, which is open from 9:00 AM to 7:00 PM. Faculty and staff package deliveries are completed each weekday by mid-afternoon.

If you utilize Amazon's same-day delivery service, packages will only be delivered and available during regular delivery hours and packages arriving outside of those hours will not be available until the next business day.

Please note that Emory Mail Services is committed to providing students, faculty, and staff with the highest level of service possible. If Amazon can deliver the package to Emory in time for it to be delivered the same day, it will be delivered.