

Pointing U in the Right Direction

UMD Facilities Management

Customer Service Appreciation Week

Tuesday, November 15

Did You know?

The UMD Mailroom offers many of the same services as a post office.

- US Postal Service
 - Priority, 1st Class, Commercial, Express & Media
 - Certified, Insured, Delivery/Signature Confirmation
 - Metered postage or stamps available in books, ½ books or rolls
- International
 - 1st Class, Priority and Express
- UPS
 - Express, Ground, and International at reduced rates
- Fed Ex
 - Express, Ground and International at reduced rates



Don't forget the "extras" that make us special!

- Staff can help you compare prices and service between UPS, Fed Ex, and USPS
- Recycled mailroom supplies are available
- Letter folding machine allows us to custom-fold newsletters, inserts, and other documents free of charge



Questions? Contact Us!
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