

# ON- AND OFF-CAMPUS MAIL DELIVERY

### **ON CAMPUS**

First and Last Name Carey Hall, Room Number 8000 Utopia Parkway Queens, NY 11439

First and Last Name DaSilva Hall, Room Number 8000 Utopia Parkway Queens, NY 11439

First and Last Name Donovan Hall, Room Number 8000 Utopia Parkway Queens, NY 11439

First and Last Name Founders Village Townhouses, Room Number 8000 Utopia Parkway Queens, NY 11439

First and Last Name Hollis Hall, Room Number 8000 Utopia Parkway Queens, NY 11439

First and Last Name Janetschek Hall, Room Number 8000 Utopia Parkway Queens, NY 11439

First and Last Name O'Connor Hall, Room Number 8000 Utopia Parkway Queens, NY 11439



Use these examples to properly address your mail.

## **OFF CAMPUS**

#### **DEPAUL HOUSES**

First and Last Name 147-(Building #) Union Turnpike, Apt. Number Flushing, NY 11367

For more secure package delivery, route deliveries to the University mailroom for pick up by using the example below:

First and Last Name DePaul Houses 8000 Utopia Parkway Queens, NY 11439

#### **GOETHALS APARTMENTS**

First and Last Name 164-07 (or 164-09) Goethals Avenue, Apt. Number Jamaica, NY 11432

For more secure package delivery, route deliveries to the University mailroom for pick up by using the example below:

First and Last Name Goethals Apartments 8000 Utopia Parkway Queens, NY 11439

### **HENLEY ROAD RESIDENCE\***

First and Last Name 172-14 Henley Road, Apt. Number Jamaica Estates, NY 11432

\*All packages and first-class mail (letters) are delivered to the Henley Road Complex mailroom for pick up during posted hours.

#### **SETON COMPLEX**

First and Last Name 152-11 Union Turnpike, Apt. Number Flushing, NY 11367

For more secure package delivery, route deliveries to the University mailroom for pick up by using the example below:

First and Last Name Seton Complex 8000 Utopia Parkway Queens, NY 11439