

## **Package Cabin Procedures**

There are additional procedures during COVID-19:

\* **PLEASE WEAR MASK!!** Package Cabin is open from 7 am - 8 pm daily (no key required). The employees are sorting the cabin from 2:30 - 3:30 pm daily and we ask that residents do not pick up during this time. The space is limited, and we are asking for large items not to be delivered to the cabin.

\* Please wait outside of the cabin while FED-X and UPS complete their deliveries and telephone calls to recipients. Be courteous, there is limited space in the cabin and drivers are on a tight schedule due to increased volume. They must also follow government directives for social distancing.

**Reminder: during COVID-19 the Package Cabin is closed from 2:30-3:30 pm weekdays.**

### **The Wolf Laurel POA Package Cabin**

- Large items such as furniture, appliances, grills, tires, etc. should not be delivered to the cabin. If you have ordered an oversize item, make prior arrangements to meet the carrier upon delivery. We will hold oversized or extremely heavy items for 24 hours; they will then be returned to FedEx or UPS facility for you to pick up at another location.
- Packages will be returned to sender after 7 days.
- Packages marked “perishable” will be disposed of after 3 days.

If you have a problem with packages, please call the office at 828-689-4089 for assistance.

